

Solano County

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



Agenda - Final

Tuesday, December 4, 2018

8:30 AM

Board of Supervisors Chambers

Board of Supervisors

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

Erin Hannigan (Dist. 1), Vice-Chair
(707) 553-5363

Monica Brown (Dist. 2)
(707) 784-3031

James P. Spering (Dist. 3)
(707) 784-6136

Skip Thomson (Dist. 5)
(707) 784-6130

SOLANO COUNTY BOARD OF SUPERVISORS
HOUSING AUTHORITY, SPECIAL DISTRICTS,
SOLANO FACILITIES CORPORATION, AND
IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY

Temporary parking permits for the County Parking Garage are available from the Board Clerk for visitors attending the Board of Supervisors' meeting for more than 2 hours.

The County of Solano does not discriminate against persons with disabilities and is an accessible facility. If you wish to attend this meeting and you will require assistance in order to participate, please call the Office of the Clerk of the Board of Supervisors at 707-784-6100 at least 24 hours in advance of the event to make reasonable arrangements to ensure accessibility to this meeting.

Non-confidential materials related to an item on this Agenda submitted to the Board after distribution of the agenda packet are available for public inspection at the Solano County Government Center, 6th Floor Receptionist's Desk, 675 Texas Street, Fairfield, during normal business hours.

If you wish to address any item listed on the Agenda, or Closed Session, please submit a Speaker Card to the Board Clerk before the Board considers the specific item. Cards are available at the entrance to the Board chambers. Please limit your comments to three minutes. For items not listed on the Agenda, please see items from the public below.

AGENDA

CALL TO ORDER - 8:30 A.M.

ROLL CALL

CLOSED SESSION

1 **18-841** Conference with Legal Counsel - Potential Litigation: One case

Attachments: [A - Memorandum](#)

RECONVENE - 9:00 A.M.

REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)

SALUTE TO THE FLAG AND A MOMENT OF SILENCE

PRESENTATIONS

Health and Social Services:

- 2 **18-825** Adopt and present a resolution and plaque of appreciation honoring Felicia Flores-Workman, Supervising Health Education Specialist, upon her retirement from the Department of Health and Social Services, Public Health Division with over 27 years of dedicated public service to Solano County (Supervisor Thomson)

Attachments: [A - Resolution](#)

Human Resources:

- 3 **18-831** Receive a presentation by the Human Resources Department on the selection of Jessica Kennedy as "Employee of the Month" for December 2018

ITEMS FROM THE PUBLIC

This is your opportunity to address the Board on a matter not listed on the Agenda, but it must be within the subject matter jurisdiction of the Board. Please submit a Speaker Card before the first speaker is called and limit your comments to three minutes. The Board will hear public comments for up to fifteen minutes. Any additional public comments will be heard at the conclusion of the meeting. Items from the public will be taken under consideration without discussion by the Board and may be referred to staff.

ADDITIONS TO OR DELETIONS FROM THE AGENDA

APPROVAL OF THE AGENDA

PUBLIC COMMENT ON CONSENT CALENDAR

Each speaker shall have 3 minutes to address any or all items on the Consent Calendar.

APPROVAL OF THE CONSENT CALENDAR

The Board considers all matters listed under the Consent Calendar to be non-controversial or routine and will adopt them in one motion. There will be no discussion on these items before the Board votes on the motion unless Board members request specific items be discussed and/or removed from the Consent Calendar.

CONSENT CALENDAR

GENERAL GOVERNMENT

County Administrator:

- 4 **18-848** Approve and authorize placement of a commemorative plaque on the east facing wall in the anteroom to the Board Chambers in the County Administration Center at 675 Texas Street, Fairfield, to honor former Solano County Administrator David Balmer for his 27 years of service to Solano County; Approve an amount not to exceed \$5,000 for the design, fabrication and installation of the plaque; and Authorize the County Administrator or designee to take all necessary actions to effectuate the design, procurement and installation of the commemorative plaque

Attachments: [A - Plaque Text](#)

- 5 **18-824** Accept the annual report on the goals and accomplishments of Board appointed advisory boards pursuant to the Board's Advisory Board Principles and Policies for the period ending September 30, 2018

Attachments: [A - Advisory Board Matrix](#)
[B - Agricultural Advisory Committee](#)
[C - Alcohol and Drug Advisory Board](#)
[D - Library Advisory Council](#)
[E - Nut Tree Airport Advisory Committee](#)
[F - Park and Recreation Commission](#)
[G - Senior Coalition](#)
[H - Solano Commission for Women and Girls](#)
[I - Solano County Historical Records Commission](#)
[J - Solano Partnership Against Violence](#)
[K - Principles and Policies](#)

Human Resources:

- 6 **18-827** Adopt a resolution amending the Alphabetical Listing of Classes and Salaries to add the new classification of Behavioral Health Peer Support Specialist with a monthly salary of \$3,200.18 - \$3,889.84

Attachments: [A - Resolution](#)

- 7 **18-829** Adopt a resolution amending the Alphabetical Listing of Classes and Salaries to implement upcoming increase in the California minimum hourly rate for the extra help classifications of Contract Employee-Professional, Contract Employee-Technical, Peer Group Co-Facilitator, Departmental Aide-Clerical, and Library Departmental Aide; and Direct the Director of Human Resources to sign an amendment to the collective bargaining agreement between the County and Service Employees International Union, Local 1021, representing select classifications of extra help employees

Attachments: [A - Resolution](#)
 [B - Amendment](#)

Auditor-Controller:

- 8 **18-850** Receive the review from the Auditor-Controller's Office of Psynergy Programs, Inc.'s Compliance with Solano County Department of Health and Social Services' Contracts for the period July 1, 2013 to June 30, 2017

Attachments: [A - Psynergy - Contract Review Report](#)

- 9 **18-852** Accept the Annual Audit of the Statement of Assets of the Solano County Treasury as of June 30, 2018

Attachments: [A - Treasury Audit Report FY1718 Q4](#)

General Services:

- 10 **18-822** Approve the Notice of Completion for the Solano County Health & Social Services Building Improvements at 2101 Courage Drive in Fairfield by R.L. Ziegenbein Construction Inc. of Alamo; and Authorize the Clerk of the Board to record the executed Notice of Completion

Attachments: [A - Notice of Completion](#)
 [B - Summary of Project Funding and Expense](#)

- 11 **18-838** Approve the First Amendments to the Operation and Management Agreements with the 6 veterans associations for the 6 veterans memorial buildings in Solano County; and Authorize the County Administrator or designee to execute the agreements and any subsequent amendments

Attachments: [A - List of Solano Veterans Memorial Buildings](#)
 [B - Link to Veterans Bldgs O&M Agreements](#)
 [C - First Amendments](#)
 [D - Responsibility Matrix](#)

- 12** **18-846** Approve an agreement with Anthem Builders, Inc. of Roseville for \$152,000 for the Repairs at New Kennel Building Project at 2520 Clay Bank Road in Fairfield; and Authorize the County Administrator or designee to execute the agreement and any amendments within the approved project budget
- Attachments: [A - Agreement](#)
 [B - Project Funding and Budget Summary](#)
- 13** **18-859** Approve an agreement with Matrix HG, Inc. of Concord, CA for \$342,674 for the Claybank Detention Facility Domestic Hot Water Heater and Mental Health Facility Hot Water Boiler Replacement Projects at 2500 Claybank Road and 2101 Courage Drive, respectively, in Fairfield, CA; and Approve an Appropriation Transfer Request for \$160,000 from the General Fund's Capital Renewal Reserves to the Accumulated Capital Outlay Fund to adjust the original appropriations and fully fund the projects (4/5 vote required); and Authorize the County Administrator or designee to execute the agreement and any amendments within the approved project budget
- Attachments: [A - Agreement](#)
 [B - Project Costs & Funding Source Summary](#)
 [C - Bidders of Record](#)

Registrar of Voters:

- 14** **18-844** Receive the Registrar of Voters' Certification and Results of the General Election; and Declare the results of the election that was held on Tuesday, November 6, 2018
- Attachments: [A - 2018 Official Results Summary](#)

CRIMINAL JUSTICESheriff's Office:

- 15** **18-788** Adopt a resolution approving participation in the 2018 Homeland Security Grant Program for the period September 1, 2018 through May 31, 2021 and authorizing the Sheriff or his designee to take actions necessary for the purpose of obtaining grant funding; Approve an Appropriation Transfer Request (ATR) for FY2018/19 for \$511,292 to recognize the unanticipated grant revenue (4/5 vote required); Approve \$213,575 to purchase equipment, training, and protective gear; Approve fixed assets purchases of \$272,153 to purchase a DNA sequencer for the County Public Health Lab and additional interoperable radio communications equipment; and Authorize the Sheriff or his designees to execute any service contracts and subsequent amendments necessary to fulfill the County's responsibility under the 2018 HSGP Expenditure Plan and which remain within budgeted appropriations

Attachments: [A - Resolution](#)
 [B - HSGP Expenditure Plan](#)

LAND USE/TRANSPORTATIONResource Management:

- 16** **18-821** Approve a plaque of appreciation honoring Cathy Gilmore, Office Assistant II, upon her retirement from the Department of Resource Management with over 17 years of dedicated public service to Solano County

MISCELLANEOUS ITEMSClerk of the Board of Supervisors:

- 17** **18-856** Consider the reappointment of James P. Spering as a Solano County representative to the Metropolitan Transportation Commission, representing the County of Solano, for a 4 year term commencing on February 10, 2019

Attachments: [A - Letter from MTC](#)

Board of Supervisors:

- 18** **18-807** Approve the appointment of Viola Robertson to the Solano Partnership Against Violence, representing District 2, for a term to expire on December 31, 2020

REGULAR CALENDAR

Rescheduled Consent Items

Consider the following:

- A)
- B)
- C)

GENERAL GOVERNMENT

East Vallejo Fire Protection District:

- 19 **18-866** Conduct Quarterly Meeting of the East Vallejo Fire Protection District Board of Directors

Board of Supervisors:

- 20 **18-853** Consider and approve submittal of comment letter in response to the federal proposed change in the public charge rule published on October 10, 2018 in the Federal Register

Attachments: A - Draft Public Charge Comment Letter

County Administrator:

- 21 **18-814** Review and consider approval of Solano County's Proposed 2019 State Legislative Platform and Proposed 2019 Federal Legislative Platform; Consider approval of three legislative proposals related to the Office of the State Fire Marshal plan review and inspection authority to avoid critical project schedule delays, the Cache Slough Complex Management Plan, and an Aircraft Keeper's Lien; and Receive a legislative update from staff and the County's state legislative advocate

Attachments: A - DRAFT 2019 Federal Legislative Platform (Redlined)
 B - DRAFT 2019 Federal Legislative Platform (Clean)
 C - DRAFT 2019 State Legislative Platform (Redlined)
 D - DRAFT 2019 State Legislative Platform (Clean)
 E - 2019 Legislative Proposals
 F - Federal Legislative Update

Health and Social Services:

- 22 [18-847](#) Consider appointments to the Napa/Solano Area Agency on Aging (AAA) oversight board representing Solano County for the membership categories of the primary and alternate members of the senior community age 60 or older and the At-large primary and alternate members, for six-year terms to expire December 5, 2024; and Approve an Appropriations Transfer Request for \$1,823,359 to establish the AAA budget through June 30, 2019

RECESS**1:00 P.M.**Board of Supervisors:

- 23 [18-837](#) Conduct a public forum in accordance with Government Code section 7283.1(d) (TRUTH Act)

Attachments: [A - 2018 TRUTH Act Notice](#)

BOARD MEMBER COMMENTS AND REPORTS ON MEETINGS**ADJOURN:**

To the Board of Supervisors meeting of December 11, 2018 at 8:30 A.M., Board Chambers, 675 Texas Street, Fairfield, CA



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Agenda Submittal

Agenda #:	1	Status:	Closed Session
Type:	Closed Session	Department:	County Counsel
File #:	18-841	Contact:	Dennis Bunting, 784-6145
Agenda date:	12/04/2018	Final Action:	
Title:	Conference with Legal Counsel - Potential Litigation: One case		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Memorandum		

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ____ No X

Public Hearing Required? Yes ____ No X

CLOSED SESSION MEMO

- A. LICENSE/PERMIT DETERMINATION (GC § 54956.7)
 - a. Number of applicants:_____
- B. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (GC § 54956.8)
 - a.
- C. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION
 - a.
- D. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION (GC § 54956.9)
 - a. Significant exposure to litigation pursuant to GC § 54956.9 (b): One case
 - b. Initiation of litigation pursuant to GC § 54956.9(c):
- E. LIABILITY CLAIMS-JOINT POWERS AUTHORITY (GC § 54956.95)
 - a. Claimant:_____
 - b. Agency against whom claim filed:_____
- F. THREAT TO PUBLIC SERVICES OR FACILITIES (GC § 54957)
 - a. Consultation with:_____
- G. PUBLIC EMPLOYEE APPOINTMENT
 - a. Title:
- H. PUBLIC EMPLOYMENT (GC § 54957)
 - a. Title:
- I. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (GC § 54957)
 - a. Title:
- J. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (GC § 54957)
 - a. No information required
- K. CONFERENCE WITH LABOR NEGOTIATORS (GC § 54957.6):
- L. CASE REVIEW/PLANNING (GC § 54957.8)
- M. REPORT INVOLVING TRADE SECRET (GC § 54962, etc.)
 - a. Estimated year of public disclosure:_____
- N. HEARINGS
 - a. Subject matter:_____

(nature of hearing, i.e. medical audit comm.,
quality assurance comm., etc.)



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Agenda Submittal

Agenda #:	2	Status:	Presentation
Type:	Resolution-Presentation	Department:	Health and Social Services
File #:	18-825	Contact:	Gerald Huber, 784-8400
Agenda date:	12/04/2018	Final Action:	
Title:	Adopt and present a resolution and plaque of appreciation honoring Felicia Flores-Workman, Supervising Health Education Specialist, upon her retirement from the Department of Health and Social Services, Public Health Division with over 27 years of dedicated public service to Solano County (Supervisor Thomson)		
Governing body:	Board of Supervisors		
District:	District 5		
Attachments:	A - Resolution		

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes _____ No X

Public Hearing Required? Yes _____ No X

DEPARTMENTAL RECOMMENDATION:

The Department of Health & Social Services (H&SS) recommends that the Board of Supervisors adopt and present a resolution and plaque of appreciation honoring Felicia Flores-Workman upon her retirement from the Public Health Division with over 27 years of dedicated public service to Solano County.

SUMMARY/DISCUSSION:

Ms. Flores-Workman began her career with Solano County in December 1990 as a Health Information Specialist with the Child Health and Disability Prevention Program. She was reclassified to a Health Education Specialist II in 1991 and was promoted to Supervising Health Education Specialist in 1997. Ms. Flores-Workman has served as the Project Director for the Tobacco Prevention and Education Program since 1997 and as the supervisor of the Substance Abuse Prevention Program since 2012.

Ms. Flores-Workman has been instrumental in reducing the exposure of residents to secondhand smoke both through providing technical assistance and education to local jurisdictions to adopt smoke-free policies and by overseeing and creating opportunities to provide cessation services to diverse populations including pregnant women, those with mental health disorders and mono-lingual Spanish speakers. Ms. Flores-Workman, along with the Tobacco Education Coalition, was instrumental in the City of Vacaville's adoption of Solano's first smoke-free parks ordinance in 1993 and, more recently, in assisting the City of Benicia in making their parks and trails smoke-free. In between, Ms. Flores-Workman assisted Touro University in their smoke-free campus policy as well as supported Solano County's smoke-free facilities/campus policy.

Ms. Flores-Workman has also worked on local efforts to reduce advertising and promotion of unhealthy products as well as location of tobacco retailers away from neighborhoods and child-sensitive areas; one success was working with the Vallejo Alcohol and Tobacco Policy Coalition to pass a Conditional Use Permit

ordinance for tobacco retailers in Vallejo. Over the years, Ms. Flores-Workman served on the Bay Area Tobacco Staff committee and as a member of the Local Lead Agency Project Director's Association which allowed her to coordinate Solano's efforts with those occurring throughout the Bay Area and California. She has provided strong leadership to the Tobacco Prevention and Education Program and the Substance Abuse Prevention Program and was able to implement her vision to coordinate and find shared goals for these separately funded programs. Ms. Flores-Workman has led communities of excellence and strategic prevention framework needs assessments to identify and address community needs and barriers, especially in vulnerable populations. Through these assessments and a massive effort to collect data and community and elected official support for a Healthy Stores for Healthy Community initiative, the first Healthy Stores for a Healthy Community makeover was conducted in Benicia. Likewise, Ms. Flores-Workman's vision has led to the statewide incorporation of Adverse Childhood Experiences (ACEs) into tobacco prevention work which was included in Solano County's Tobacco Prevention & Education Program Plan for 2018-2021.

In her 27 years of service, Felicia Flores-Workman has been a very conscientious and dedicated public servant and has displayed great diligence in performing her job duties, never losing her focus on serving our communities. Ms. Flores-Workman has a dedication to excellence, displays a strong ability to write program scopes of work, and excels in her work ethic and program evaluation. Ms. Flores-Workman has worked hard to create good relationships with many community partner agencies and has been a tremendous asset to the County.

Ms. Flores-Workman retired on November 18, 2018 as the Tobacco Prevention and Education Program Project Director and Substance Abuse Prevention Supervisor, in the Health Promotion and Community Wellness Bureau of the Public Health Division. H&SS congratulates Ms. Flores-Workman and wishes her all the best in her future endeavors.

FINANCIAL IMPACT:

The costs associated with preparing the agenda item is nominal and absorbed by the Department's FY2018/19 Adopted Budget. The costs associated with preparation and purchase of the resolution materials and plaque are included in the Board's FY2018/19 Adopted Budget.

ALTERNATIVES:

The Board could choose not to adopt this resolution and plaque of appreciation. This is not recommended as it is an opportunity to recognize Ms. Flores-Workman's dedication and outstanding contributions to the County and the community.

OTHER AGENCY INVOLVEMENT:

There is no other agency involvement.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

Resolution No. 2018 -

**RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS
HONORING FELICIA FLORES-WORKMAN, SUPERVISING HEALTH EDUCATION
SPECIALIST, UPON HER RETIREMENT FROM THE DEPARTMENT OF HEALTH AND
SOCIAL SERVICES, PUBLIC HEALTH DIVISION WITH OVER 27 YEARS OF DEDICATED
PUBLIC SERVICE TO SOLANO COUNTY**

WHEREAS, Felicia Flores-Workman began working for Solano County on December 10, 1990 as a Health Information Specialist and was reclassified in 1991 as a Health Education Specialist II with the Child Health and Disability Prevention Program of Health and Social Services, where she worked with multiple partners to ensure children received preventive health exams; and

WHEREAS, in 1997, Ms. Flores-Workman was promoted to Supervising Health Education Specialist where she supported the Tobacco Education Coalition and led the Tobacco Prevention and Education Program, which received recognition for excellence in evaluation reporting and plan development; and

WHEREAS, Ms. Flores-Workman's work was showcased on a national webinar and innovatively included Adverse Childhood Experiences interventions, and she co-authored two substance abuse prevention strategic plans which received high praise from the Department of Health Care Services; and

WHEREAS, Ms. Flores-Workman was instrumental in tobacco prevention policy efforts including adoption of Solano's first smoke free parks ordinance in Vacaville in 2003; and

WHEREAS, Ms. Flores-Workman trained agencies on how to implement tobacco prevention policies while also building their capacity to successfully apply and receive tobacco prevention funding with one organization continuing to receive such funding; and

WHEREAS, Ms. Flores-Workman is greatly valued and will be missed by her colleagues and community partners for her integrity, hard work, and dedication to the highest level.

NOW, THEREFORE BE IT RESOLVED, that the Solano County Board of Supervisors hereby honors Felicia Flores-Workman for over 27 years of outstanding and dedicated service to Solano County and wishes her well in her retirement and future endeavors.

Dated this 4th day of December 2018

JOHN M. VASQUEZ, Chair
Solano County Board of Supervisors

ATTEST:
BIRGITTA E. CORSELLO, Clerk
Solano County Board of Supervisors

By: _____
Jeanette Neiger, Chief Deputy Clerk



Solano County

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Agenda Submittal

Agenda #:	3	Status:	Presentation
Type:	Presentation	Department:	Human Resources
File #:	18-831	Contact:	Marc Fox, 784-2552
Agenda date:	12/04/2018	Final Action:	
Title:	Receive a presentation by the Human Resources Department on the selection of Jessica Kennedy as "Employee of the Month" for December 2018		
Governing body:	Board of Supervisors		
District:	All		
Attachments:			

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ____ No X
Public Hearing Required? Yes ____ No X

DEPARTMENTAL RECOMMENDATION:

It is recommended that the Board receive a presentation by the Human Resources Department on the selection of Jessica Kennedy as the December 2018 "Employee of the Month" making her eligible to use the parking space designated for this program.

SUMMARY:

On September 13, 2005, the Board of Supervisors established the County Government Center "Employee of the Month" parking program for County employees. Each month a County department is designated to select one of its employees as "Employee of the Month." The Human Resources Department has been designated to select an employee for December 2018.

FINANCIAL IMPACT:

The costs associated with preparing the agenda item is nominal and absorbed by the department's FY2018/19 Adopted Budget.

DISCUSSION:

To bestow the Board's "Employee of the Month" parking award, the Human Resources staff was asked to nominate a member of the staff for the "Employee of the Month" designation, detailing the reason for the nomination, and to submit nominations to the Human Resources Director. The employee selected for 2018 is Jessica Kennedy.

Ms. Kennedy was initially employed from April 2016 to December 2016 as a Legal Procedures Clerk (entry) within the Sheriff's Office. In March 2017, Ms. Kennedy was rehired as an Office Assistant II within Health and Social Services and then promoted to the Human Resources Department as a Human Resources Assistant

(entry) in July 2017. In July 2018, Ms. Kennedy promoted to Human Resources Assistant.

Human Resources Assistants perform complex technical and clerical work in receiving, reviewing and processing personnel transactions, employee benefit transactions, recruitment and selection, training, employee relations and other Human Resources areas. Ms. Kennedy works principally in employee benefits where she processes personnel and benefits transactions.

As coworkers described, "Jessica has always exemplified a strong ideal team spirit...Jessica has shown she is always willing to jump in and help figure things out together, always with a smile and great attitude" and "she greets each visitor at the counter with a smile, and always exhibits exceptional customer service skills."

ALTERNATIVES:

The Board could elect to name someone else as the Employee of the Month or dissolve the award program; however, these alternatives are not consistent with the Board's "Employee of the Month" parking program or of the process for selection used within Human Resources.

OTHER AGENCY INVOLVEMENT:

The County Administrator's Office concurs with the Department's recommendation.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION



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Agenda Submittal

Agenda #:	4	Status:	Consent Calendar
Type:	Miscellaneous	Department:	County Administrator
File #:	18-848	Contact:	Chris Rogers, 784-6100
Agenda date:	12/04/2018	Final Action:	
Title:	Approve and authorize placement of a commemorative plaque on the east facing wall in the anteroom to the Board Chambers in the County Administration Center at 675 Texas Street, Fairfield, to honor former Solano County Administrator David Balmer for his 27 years of service to Solano County; Approve an amount not to exceed \$5,000 for the design, fabrication and installation of the plaque; and Authorize the County Administrator or designee to take all necessary actions to effectuate the design, procurement and installation of the commemorative plaque		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Plaque Text		

Date:	Ver.	Action By:	Action:	Result:
Published Notice Required?	Yes ____ No <u>X</u>			
Public Hearing Required?	Yes ____ No <u>X</u>			

DEPARTMENTAL RECOMMENDATION:

Staff recommends that the Board of Supervisors:

1. Approve and authorize placement of a commemorative plaque on the east facing wall in the anteroom to the Board Chambers in the County Administration Center at 675 Texas Street (Attachment A) to honor former Solano County Administrator David Balmer for his 27 years of service to Solano County;
2. Approve an amount not to exceed \$5,000 for the design, fabrication and installation of the plaque; and
3. Authorize the County Administrator or designee to take all necessary actions to effectuate the design, procurement and installation of the commemorative plaque.

SUMMARY/DISCUSSION:

Mr. Balmer was born on December 31, 1915 and passed away on December 5, 2017 at age 101. As a former Solano County Administrator (1954 - 1982) with more than 27 years of public service, Mr. Balmer served under 19 Solano County Board of Supervisors. During his tenure with Solano County, the position of County Administrator was established and he became the first County Administrator, and the longest serving County Administrator to date.

At the December 5, 2017 Board meeting, Supervisor Spering requested that staff consider and present alternatives for the Board of Supervisors to appropriately commemorate and memorialize Mr. Balmer's tenure

and his significant accomplishments as Solano County Administrator, a legacy that has allowed the cities and County to prosper. Most notably is his leadership and advocacy with the Board and the cities in establishing the Solano County Library system, and promoting fiscal accountability through developing comprehensive balanced County budgets for nearly three decades to ensure economic viability. The suggested text for the commemorative plaque is shown in Attachment A.

Additionally, in December 2015, the Board adopted and presented a resolution recognizing David Balmer to celebrate his 100th birthday on December 31, 2015. As part of his centennial celebration, the Solano County Library conducted an interview with Mr. Balmer which chronicled his life and accomplishments with a focus on his tenure as Solano County Administrator. The interview can be found at the following website location:

<https://www.youtube.com/watch?v=uMIIzgRIaMk>

Staff is recommending that the Board approve and authorize placement of a commemorative plaque in the anteroom to the Board Chambers in the County Administration Center to honor Mr. Balmer. This location is recommended since the commemorative plaque would be located in the space directly adjacent to the Board Chambers. This is befitting since Mr. Balmer worked with 19 different Boards of Supervisors during his tenure with the County in which thousands of actions were considered and approved. Decisions by the Board, based on administrative leadership and direction provided by Mr. Balmer, set Solano County on a constructive path of growth, development and quality of life that is enjoyed by Solano County residents today. The plaque would be of similar material and font design as the dedication plaque for the County of Solano Government Center project.

FINANCIAL IMPACT:

Costs associated for the design, fabrication and installation of the commemorative plaque are estimated not to exceed \$5,000, and will be paid from the General Expenditures budget.

ALTERNATIVES:

- 1) The Board could choose to not approve the commemorative plaque. This alternative is not recommended because Mr. Balmer served as County Administrator for 27 years, and advanced and enabled the Board of Supervisors to make decisions during his tenure that are significant and have benefited all Solano County residents today.
- 2) The Board could direct staff to place the plaque at a different location than the one recommended. Alternative plaque locations examined by staff included:
 - a) East-facing wall in the lobby opposite the entry to the Board Chamber anteroom. This location is not recommended since this location is a 'pass through' space that is separated from the Board Chambers.
 - b) West end of the County Administration Center (CAC) exterior courtyard fountain in which 'The Glass Hull' canoe sculpture resides. This location is not recommended since a plaque is best situated on a horizontal surface and therefore has low visibility.
 - c) East-facing plaster wall of the CAC adjacent to the exterior plaza fountain at the entry stairs to the elevated plaza of the County Events Center. This location is not recommended since plaque would be slightly removed from the water feature and would be linked to only a single but very important aspect of Mr. Balmer's legacy.
 - d) Solano County Library headquarters at the Fairfield Civic Center Library, 1150 Kentucky Street in

Fairfield. This location is not recommended since the plaque would be visible primarily to local library users and would be linked to only a single, but very important, aspect of Mr. Balmer's legacy, the countywide library system.

- 3) The Board could elect to name a facility in honor of Mr. Balmer. This is not recommended at this time. The Board's naming policy approved in September 2006 indicates that the naming of a facility can occur two years or more after the individual's death and Mr. Balmer's passing was December 2017.

OTHER AGENCY INVOLVEMENT:

Staff from the Department of General Services and the County Administrator's Office researched and obtained resource information pertaining to Mr. Balmer's life and legacy from Solano Irrigation District, Solano County Library Foundation and local newspapers.

David Balmer
Solano County Administrator
1954 - 1982
Visionary Leader and Advisor

David Balmer was a masterful negotiator who built coalitions and implemented the Solano Water Project, resulting in Lake Berryessa, Monticello Dam and Putah South Canal system. His efforts ensured a reliable and plentiful water supply for Solano County.

He unified and revitalized Solano's many libraries into one expanded county-wide free library system.

He implemented groundbreaking practices, such as comprehensive balanced county budgeting, which encouraged responsible government.



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Agenda Submittal

Agenda #:	5	Status:	Consent Calendar
Type:	Report	Department:	County Administrator
File #:	18-824	Contact:	Chris Rogers, 784-6100
Agenda date:	12/04/2018	Final Action:	
Title:	Accept the annual report on the goals and accomplishments of Board appointed advisory boards pursuant to the Board's Advisory Board Principles and Policies for the period ending September 30, 2018		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Advisory Board Matrix, B - Agricultural Advisory Committee, C - Alcohol and Drug Advisory Board, D - Library Advisory Council, E - Nut Tree Airport Advisory Committee, F - Park and Recreation Commission, G - Senior Coalition, H - Solano Commission for Women and Girls, I - Solano County Historical Records Commission, J - Solano Partnership Against Violence, K - Principles and Policies		

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ☐ No ☒
Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

It is recommended that the Board of Supervisors (Board) accept the annual report on the goals and accomplishments of each of the following Board appointed advisory boards for the period ending September 30, 2018:

- Agricultural Advisory Committee (AAC)
- Alcohol and Drug Advisory Board (ADAB)
- Library Advisory Council
- Nut Tree Airport Advisory Committee (NTAAC)
- Park and Recreation Commission
- Senior Coalition of Solano County (SCSC)
- Solano Commission for Women and Girls (SCWG)
- Solano County Historical Records Commission (SCHRC)
- Solano Partnership Against Violence (SPAV)

SUMMARY:

This is the twelfth annual countywide report on the status of advisory committees, commissions and boards pursuant to the Board's Advisory Board Principles and Policies (Policies) adopted on June 7, 2005 and amended on November 9, 2010. This report was prepared to provide the Board with an annual overview of the goals and accomplishments of the various advisory boards, created by the Board to provide advice on policies or issues within their purview, as of September 30, 2018. Currently there are nine advisory boards subject to

the Policies and all have submitted annual review sheets that include their goals and accomplishments.

FINANCIAL IMPACT:

The cost of preparing the countywide status report for the board appointed member advisory boards and committees is borne by the supporting departments, and is included in their existing budgets.

DISCUSSION:

In 2006, the Family Violence Ad Hoc Committee (including two members from the Board of Supervisors) developed and approved a review sheet to provide a format for the receipt of annual goals and accomplishments from advisory boards, committees and commissions subject to the Board adopted Advisory Board Principles and Policies (Policies). The review sheet has been revised to include additional information, such as a reference to how, why and when the advisory board was created, and the advisory board's mission statement and work plan if one has been adopted. Each of the respective boards/commissions has also provided an attendance record, which includes each of the various appointed members' term expiration dates. Many of the appointments have staggered terms of office to provide for ongoing consistency and stability with the function and purpose of each of the various advisory boards. This allows for some members to remain that have the ongoing history and knowledge of the advisory board while new members are appointed providing for continuity of the respective board/committee.

The Policies were created to provide general guidelines concerning the role of County advisory boards and how those advisory boards should be formed, dissolved, organized or reorganized and staffed as well as how they should operate. Appointees should have relevant expertise, interest or background to provide advice that is well reasoned, credible and/or appropriately represents opinions held by the broader community or relevant segments of the broader community. In addition, advisory board activities should be related to purposes that are consistent with County policies. The Policies also state that County staff shall provide staff support while representing their department and the County. Staff recommendation to advisory boards shall reflect the policies of the County and the respective departments.

A matrix of the advisory boards, commissions and committees (Attachment A) subject to the Policies, which require an annual report to the Board of Supervisors, is included to provide an overview on the reporting entities. The matrix reflects each of the advisory boards' current number of member vacancies. Six of the nine advisory boards currently have member vacancies, which are also noted on each of the respective advisory board attendance sheets.

All nine Board appointed boards/committees subject to the Policies have provided a *Boards and Commissions Review Sheet* with their annual goals and accomplishments, attendance records and bylaws for the period October 2017 through September 2018 (Attachments B - J). A copy of the Advisory Board Principles and Policies (Attachment K) is also included.

On April 24, 2018, the Board of Supervisors adopted a resolution to establish the Solano Commission for Women and Girls. The appointed representatives to this Commission will work together to increase awareness of women's issues, celebrate achievements of local deserving women, champion opportunities for women and girls and recommend legislative solutions at the city, county, state and federal issues. The Commission is in the beginning stages and has only met once on October 17, 2018. It is anticipated that the Commission will be bringing their recommended bylaws to the Board of Supervisors for approval/adoption on December 11th. Additional information is included in their submitted Advisory Board/Commission Review Sheet (Attachment H).

Additionally on November 1, 2016, the Board approved reducing membership of the Historical Records Commission from nine to five citizen members with four non-voting ex-officio representatives from three

County departments (Assessor/Recorder, Treasurer/Tax Collector/County Clerk, and Library), and one state agency (California Superior Court, County of Solano). The reduction to five citizen members would be accomplished through attrition and was completed in April 2018 when current terms of four members expired on April 26, 2018.

County staff has also reminded all advisory board members that they are required to review the Brown Act requirements and receive ethics training every two years as required by the Board's Policies.

ALTERNATIVES:

- a) The Board may choose not to accept all or part of the advisory committee reports and direct staff to return with additional information.
- b) The Board may choose to direct the various departments who provide support staff to prepare follow-up agenda items from any individual advisory board. However, this is not recommended as it is more labor intensive than the consolidated annual report format.

OTHER AGENCY INVOLVEMENT:

The County Administrator's Office has worked with staff from the Agricultural Commissioner, County Counsel, Health and Social Services, District Attorney, County Library, Resource Management, Parks, General Services and the Airport to review and provide the information in this report.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

Solano County
Advisory Boards, Commissions and Committees
(BOS adopted Advisory Board Principles and Policies Annual Review)
As of September 2018

Advisory Board/Committee	Req. # Members	# Vacancies	# Filled Members	Date BOS Approved Bylaws	Minimum # of Regular Meetings	Term of Office	Supporting Department	Received Review and Attendance Sheets
Agricultural Advisory Committee (AAC)	14	3	11	12/12	10/yr.	3 year term for non-District appointments / five Supervisorial District appointments coincide with the term of respective appointing Supervisor	Agricultural Commissioner	Yes
Alcohol and Drug Advisory Board (ADAB)	9	3	6	3/17	6/yr.	3 year term / no more than 2 consecutive 3-year terms	H&SS	Yes
Library Advisory Council	10	0	10	2/09	6/yr.	District appointments by supervisor representing District / respective Library representatives appointed by governing body of each city	Library	Yes
Nut Tree Airport Advisory Committee	5	1	4	9/08	4/yr.	4 year term, ending on June 30	General Services	Yes
Park and Recreation Commission	5	0	5	11/14	6/yr.	One member appointed by each Supervisor	Resource Management	Yes
Senior Coalition of Solano County (SCSC) <i>(Each of the seven cities within Solano County appoint one member)</i>	27 max.	13	14 (15 BOS appts)	5/09	6/yr.	2 year term / Max. of 20 members may be appointed by BOS with five representing each BOS District	H&SS – ODAS	Yes
Solano Commission for Women and Girls (SCWG)	17	7	10	TBD	10/yr.	3 year term; however, to stagger the terms, 8 of the 17 beginning members will have 2 year term	CAO	Yes
Solano County Historical Records Commission (SCHRC)	5	0	5	11/16	4/yr.	4 year term / all reappointments by BOS	General Services	Yes
Solano Partnership Against Violence (SPAV)	15	3	12	11/07	10/yr.	2 year term for professional affiliation members and 3 year term for non-professional affiliation members / terms shall not exceed the term of appointing Supervisor	District Attorney	Yes



**SOLANO COUNTY BOARD OF SUPERVISORS
ADVISORY BOARD/COMMISSION REVIEW SHEET**

Date: 10/31/2018

Name of Advisory Board: Solano County Agricultural Advisory Committee (SCAAC)

Name of person completing review sheet: Simone Hardy

Name and Department of County Contact/Staff assigned to Board: _____

Simone Hardy, Agricultural Commissioner /Sealer of Weights and Measures

PURPOSE

1. What is the purpose of the advisory board?

a. SCAAC is an advisory body and is charged to appraise and/or advise and provide probable solutions to the Board of Supervisors on matters pertaining to agriculture. The primary focus of the committee will be the sustainability and economic prosperity of agricultural production in Solano County.

b. The County Board of Supervisors has charged these representatives of the Solano County's diverse agriculture industry to study problems of general or specific interest to the Board and make reports and recommendations to the Board that will promote agriculture prosperity and sustainability within the County.

2. Does the board/commission have a mission statement? If so, please provide.

The SCAAC uses the Purpose statements above to guide their mission. These statements are also in the purpose preamble of the by-laws.

3. Please provide the most recent copy of board/commission's bylaws and include the date they were approved by the Board of Supervisors. - Attached

4. Please reference how, why and when the board/commission was created. Established by resolution of the Solano County Board of Supervisors, on September 26, 2000. Acts in an advisory capacity to the Board of Supervisors, providing agricultural expertise on issues related to maintenance of continued agricultural viability within the County.

MEETING SCHEDULE

5. How often does the advisory board meet? Monthly, except July and September.

6. Does the board/commission adopt an annual work plan? If so, please provide a copy, and include the County staff involved? If there is no work plan, explain why there isn't

one? The committee has an annual goal setting workshop and then prioritizes those goals. See Objectives and Accomplishments below.

7. Please attach membership list and attendance records for October 2017 through September 2018 or since the last reporting period. Attached.

BROWN ACT REQUIREMENTS

8. Please answer the following related to the Advisory Board Principles and Policies. If you answered “no” to any of the questions below, please explain:

- A. Was a quorum present at each meeting? The board had one meeting in which a quorum was not reached.
- B. Did each new member receive training and written guidelines on the Brown Act? Yes
- C. Did existing members receive a review of the Brown Act? Members have been advised and anticipated to completing requirement in early 2019.
- D. Were agendas posted and minutes taken in accordance with the Brown Act and the Advisory Board Principles and Policies? Yes

OBJECTIVES AND ACCOMPLISHMENTS

9. List primary goals and objectives from the last reporting period and note if they were met.

SGMA / GSA- Track progress on formation of Groundwater Sustainability Agency (GSA) mandated by the Sustainable Groundwater Management Act (SGMA).

- AAC participated in the formation of the GSA and is listed as a participating member.

Delta-Continue to bring attention to delta issues as it effects local agricultural. - Ongoing

Food Awareness-Promote education about food and promote locally produced food.

Healthy Soils- The California Department of Food and Agriculture Healthy Soils initiative is being tracked closely by AAC.

Williamson Act- Supported continuing county subventions and reinstatement of state program through Department of Conservation.

Bicycles in Rural Areas- Continued dialog with the County transportation bicycle sub-committee regarding permitting, signage and events.

Labor/Immigration Issues-Availability of agricultural labor.

Cannabis as related to Agricultural Impacts –Production impacts to conventional farming, opportunities under licensing.

Farm Tour-Planning is currently in progress for April 2019 tour.

Land Evaluation and Site Assessment (LESA) as part of the General Plan-Ongoing

10. List primary goals and objectives for the current reporting period.

See above as noted goals remain until completed.

11. Briefly outline accomplishments for the current reporting period (October 2017 – September 2018), and how those accomplishments were shared with other agencies.

The AAC is in the process of finalizing the planning for the 2019 Agricultural Tour of Solano County.

AAC members are active on the GSA with Russ Lester as the acting member and Al Medvitz as Alternate and Lisa Howard as the acting member and Bruce Brazelton as the alternate on the Technical Advisory Committee.

The Board provided comments supporting the continuation of the current ground water basin designations.

Board members also participate in Farm Bureau, the Solano Land Trust and serve on other boards that deal directly with their representative farming or ranching activities such as: Wool Growers and Cattlemans.

ADDITIONAL INFORMATION

12. Please add any additional comments. Comments should be 150 words or less.

Solano County Agricultural Advisory Committee
Attendance Record
October 2017 through September 2018

	Member	Term of Office (Per bylaws, appointments shall remain until successor appointed)	10/11/2017	11/15/2017	12/13/2017	1/10/2018	2/14/2018	3/14/2018	4/11/2018	5/9/2018	6/13/2018	NO MEETING IN JULY	8/8/2018	NO MEETING IN SEPT
District 1 Representative	Seeger, Mary Helen	12/10/13* - 1/1/17	C	A	X	X	X	X	X	X	A		X	
District 2 Representative	King, Jennifer	3/7/17* - 1/1/21	A	A	X	X	A	X	X	A	X		X	
District 3 Representative	Howard, Lisa	7/25/17 - 1/1/19	N	A	X	X	X	A	X	A	X		X	
District 4 Representative (& Fruit/Nut)	Brazelton, Bruce	12/2/14* - 1/1/19	C	A	X	X	A	X	X	X	X		X	
District 5 Representative (& Processing)	Leathers, Craig	12/13/16* - 1/1/21	E	A	X	X	X	X	X	A	X		A	
Commodity (Small Farms & Processing)	Hawkins, Sarah **	6/11/13 - 9/26/15	L	X	X									
Commodity (Fruit/Nut)	Lester, Russ	10/28/14* - 9/26/17	L	X	X	A	X	X	X	X	A		A	
Commodity (Livestock)	Ditmer, Jeff	6/11/13* - 9/26/15	E	X	X	X	X	X	X	X	X		A	
Commodity (Small Farms)	Vacant		D	V	V	V	V	V	V	V	V		V	
Commodity (Vegetable Crops)	Burke, Moira	6/11/13* - 9/26/15		X	A	X	X	X	X	X	X		X	
At Large	Comfort, Barbara	10/28/14* - 9/26/17	F	X	A	X	A	X	X	A	A		A	
At Large	Medvitz, Al	6/11/13* - 9/26/15	I	A	A	X	A	X	A	A	X		X	
Commodity (Livestock/Field Crops)	Anderson, Ian	11/1/14* - 9/26/17	R	A	X	A	X	X	X	X	A		X	
Commodity (Grapes)	Vacant		E	V	V	V	V	V	V	V	V		V	

Minutes sent to BOS				Y	Y	Y	Y	Y	Y	Y	Y		Y	
Minutes sent to CAO				Y	Y	Y	Y	Y	Y	Y	Y		Y	
Quorum Present *	* 51% of filled positions		N	Y	Y	Y	Y	Y	Y	Y	Y		Y	

Agenda Posting Locations:	501 Texas Foyer Window 675 Texas Atrium Window
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Date of Last Brown Act Training and/or Review	Date of Last AB 1234 Training	Received Copy of BOS Principles and Policies
1/24/18	1/24/18	Yes
12/3/15	12/3/15	Yes
	11/7/18	Yes
3/8/17	3/8/17	Yes
3/8/17	3/8/17	Yes
10/27/15	10/27/15	Yes
3/11/15	3/11/15	Yes
2/10/16	2/10/16	Yes
8/23/17	8/23/17	Yes
11/9/16	11/9/16	Yes
2/10/16	2/10/16	Yes
2/9/16	2/9/16	Yes

X = PRESENT
A = ABSENT
Y = YES
N = NO
V = VACANT
* = Reappointment

**Effective January 9, 2018 Sarah Hawkins resigned as a Board Member.

BY-LAWS

Solano County Agricultural Advisory Committee (SCAAC)

1. Authorization

- 1.1. The Solano County Agricultural Advisory Committee (SCAAC) was established by resolution No. 2000-217 of the Solano County Board of Supervisors dated September 26, 2000.

2. Purpose

- 2.1. SCAAC is an advisory body and is charged to appraise and/or advise and provide probable solutions to the Board of Supervisors on matters pertaining to agriculture. The primary focus of the committee will be the sustainability and economic prosperity of agricultural production in Solano County.
- 2.2. The County Board of Supervisors has charged these representatives of the Solano County's diverse agriculture industry to study problems of general or specific interest to the Board and make reports and recommendations to the Board that will promote agriculture prosperity and sustainability within the County.

3. Functions

- 3.1. The SCAAC acts in an advisory capacity to the Solano County Board of Supervisors in all matters related to agriculture in Solano County.
- 3.2. SCAAC shall advise the Board of Supervisors on procedures and techniques requiring legislative or policy actions that are conducive to the continued well being of agriculture production in the County.
- 3.3. SCAAC shall formulate and recommend general policies related to their purpose to the Board of Supervisors and adopt by-laws subject to the approval of the Board of Supervisors.

4. Composition

- 4.1. The Solano County Agriculture Advisory Committee will consist of 14 members representing the following categories:

Five	(5)	Members representing Supervisory Districts 1, 2, 3, 4 and 5
One	(1)	Members representing Small Farms
One	(1)	Members representing Fruit and Nut
One	(1)	Members representing Vegetable Crops
One	(1)	Members representing Livestock
One	(1)	Members representing Field Crops
One	(1)	Members representing Grapes
Three	(3)	Members representing Agricultural Processing Operations

Solano County Agricultural Advisory Committee By-Laws

4.1.1. **Terms of Service** – Members of the Solano County Agricultural Advisory Committee shall serve a term of three (3) years and at the pleasure of the Solano County Board of Supervisors except for the five (5) District appointments. The term of each of the five (5) appointed District members shall coincide with the term of their appointing Board of Supervisor's term of office. The remaining nine (9) member terms shall be split with five (5) serving a two year term from their initial appointment and four (4) serving a three (3) year term from their initial appointment to allow for staggered terms: the nine specific terms shall be drawn by lot at the first Committee meeting following the election of Committee officers in accordance with Section 4.1.2 of these by-laws. After the initial staggered terms, the term shall be three years for all non-District appointments. If a committee member's term expires and the Board has not appointed a successor the member shall remain on the Committee until a successor is appointed. The Board of Supervisors will be requested to replace any member who is absent for more than three meetings in one calendar year. Replacement and newly appointed committee member terms will follow the cycle established by the term of their predecessor.

4.1.1.1. The Board of Supervisors shall fill vacancies as needed and may reappoint members of the committee at the conclusion of their terms.

4.1.1.2. Individuals requesting membership or reappointment must file an application with the Clerk of the Board for consideration.

4.1.1.3. It is recommended that members of the committee representing farm commodities and agricultural processing industries have a minimum of 50% of their income derived from the industry they are representing.

4.1.1.4. A member may resign by giving written notice of the Chairperson or Vice-Chairperson. The resignation shall be effective when notice is given unless it specifies a later time.

4.1.2. **Officers** – The offices of the SCAAC shall consist of a Chairperson, a Vice-Chairperson and a Recording Secretary elected for one-year terms by a majority of the committee.

4.1.2.1. Nomination and election of officers will be held the first meeting after January in each calendar year and may be held at other times as vacancies occur after giving members 14 days notice.

4.1.2.2. Officers will take office at the next regular meeting after their election.

4.1.2.3. The Chairperson shall act as the presiding officer at all meetings of the committee.

4.1.2.4. The Vice-Chairperson shall preside and exercise all the duties of the Chairperson in his/her absence.

4.1.2.5. In the absence of the Chairperson and Vice-Chairperson, the membership may elect a temporary Chairperson to conduct regular business.

4.1.2.6. The Secretary shall keep good and sufficient records of the proceedings of the SCAAC.

4.1.3. **Ex-officio Members** – The Solano County Agricultural Commissioner, the Director of UC Cooperative Extension Department and the Director of the Solano County Environmental Management Department shall serve as ex-officio members and provide

Solano County Agricultural Advisory Committee By-Laws

required administrative and technical support to the committee and may facilitate meetings of the full committee and/or sub-committees if requested to do so.

5. Meetings

- 5.1. Regular meetings of the SCAAC will be held at a time and place designated by the Chairperson and will be subject to the provisions of the Brown Act related to the meeting of local agencies (Chapter 9, Section 54950, Part I, Division 2 of Title 5 of the Government Code). A quorum will consist of greater than 50% of the currently filled positions on the SCAAC and meetings will be conducted according to Roberts Rules of Order.
- 5.2. The full committee may appoint special ad hoc sub committees to research, study and make recommendations on special issues as determined by the full membership.
- 5.3. The Chairperson or Vice-Chairperson in the absence of the Chairperson, of the committee may call special issues of the full committee as circumstances arise.
- 5.4. With the concurrence of the Chairperson, the ex-officio members may suggest special meetings to address issues of importance as they arise.
- 5.5. To facilitate communication between the members of the SCAAC, members are encouraged to utilize electronic means of communication whenever feasible and permissible by law.

6. Procedures

- a) Meetings shall be conducted in such a manner as the Chairperson directs, within the rules set forth in the by-laws and any regularly adopted agenda format.
- b) A quorum will consist greater than 50% of the currently filled positions on the AAC and is required for the transaction of business. The only action that can be taken at a meeting attended by less than a quorum is to adjourn the meeting to another time.
- c) To be passed, all motions and actions must receive the affirmation votes of no less than the majority of voting members present and constituting a quorum, unless otherwise required by law.
- d) All actions of the SCAAC shall be taken only upon a majority vote of all members of the committee.
- e) All votes upon any item being considered by the SCAAC shall be vocal and shall be confirmed by a roll call taken by the Secretary of the Committee.
- f) Any person who desires to appear before the SCAAC, except at public hearings, may have a matter placed on the SCAAC's agenda by making the request at least a week prior to the meeting to the Chairperson, who shall then set a time on the agenda, stating the name of the party and the purpose of the appearance.
- g) Any question of procedure not governed by the rules herein set forth, shall be decided by the Chairman of the SCAAC.
- h) The SCAAC may repeal, amend, or add to these rules by resolution.

Adopted: September 26, 2000

Amended: December 4, 2012



**SOLANO COUNTY BOARD OF SUPERVISORS
ADVISORY BOARD/COMMISSION REVIEW SHEET**

Date: October 31, 2018

Name of Advisory Board: *Alcohol and Drug Advisory Board*

Name of person completing review sheet: *Chair Lee Bowen and Vice Chair Andy Miner*

Name and Department of County Contact/Staff assigned to Board: *Kristina Feil, OAIH
Substance Abuse Services, Department of Health & Social Services*

PURPOSE

1. What is the purpose of the advisory board?

Our board ensures that community needs are met regarding substance-related issues through prevention, early intervention, and treatment. The Board reviews, evaluates, and participates in the planning process, advises the Substance Abuse Manager and Board of Supervisors, and encourages public understanding of alcohol and other substance use disorder problems.

2. Does the board/commission have a mission statement? If so, please provide.

Mission Statement: The Alcohol & Drug Advisory Board (ADAB) is composed of individuals from diverse disciplines representing a cross section of Solano County. The ADAB ensures that community needs are met regarding substance use disorder (SUD) related issues through prevention, early intervention, treatment, and ongoing recovery. The ADAB reviews, evaluates, and participates in the planning processes, advises Substance Abuse Administrator (SAA) and Board of Supervisors (BOS), and encourages public understanding of Alcohol and Other Drugs (AOD) problems, thereby ensuring the most effective use of county AOD dollars and services.

3. Please provide the most recent copy of board/commission's bylaws and include the date they were approved by the Board of Supervisors.

The current bylaws (attached) were approved by the Board of Supervisors on May 22, 2012. One section of the Member Definition in the bylaws was amended and adopted by the Board of Supervisors on March 14, 2017.

4. Please reference how, why and when the board/commission was created.

Resolution 94-191. Approved by the Board of Supervisors on September 6, 1994.

MEETING SCHEDULE

5. How often does the advisory board meet?

Monthly.

6. Does the board/commission adopt an annual work plan? If so, please provide a copy, and include the County staff involved? If there is no work plan, explain why there isn't one?

Yes. The Board has spent considerable time and thought in developing the 2018-2019 Annual Work Plan, a copy of which is attached. The work plan established in 2013 had not been updated.

7. Please attach membership list and attendance records for October 2016 through September 2017 or since the last reporting period.

October 2017 through September 2018 attendance records attached.

BROWN ACT REQUIREMENTS

8. Please answer the following related to the Advisory Board Principles and Policies. If you answered "no" to any of the questions below, please explain:

A. Was a quorum present at each meeting? *Meetings were not held if a quorum was not present.*

B. Did each new member receive training and written guidelines on the Brown Act? *There are two new board members who will be scheduled to complete the training.*

C. Did existing members receive a review of the Brown Act? *One existing board member is due for her review.*

D. Were agendas posted and minutes taken in accordance with the Brown Act and the Advisory Board Principles and Policies? *Yes*

OBJECTIVES AND ACCOMPLISHMENTS

9. List primary goals and objectives from the last reporting period and note if they were met.

- *At least eight times per year, a guest speaker or provider will be invited to do a presentation of their facility and services. Not met.*
- *Once a year board members will attend a Board of Supervisors meeting. Not Met.*

- *Increase ADAB's community presence through prevention-oriented activities and by reaching out to community groups with an interest in substance use disorder prevention, treatment, and recovery. Met.*
 - *Hold a public forum to determine community needs as part of a regularly scheduled meeting. Participated in the Opioid Safety Coalition in collaboration with other County agencies, the Bench and vendors. Not met.*
10. List primary goals and objectives for the current reporting period.
- *At least eight times per year, a guest speaker or provider will be invited to do a presentation of their facility and services.*
 - *Once a year board members will attend a Board of Supervisors meeting.*
 - *Increase ADAB's community presence through prevention-oriented activities and by reaching out to community groups with an interest in substance use disorder prevention, treatment, and recovery.*
 - *Hold a public forum to determine community needs as part of a regularly scheduled meeting.*
11. Briefly outline accomplishments for the current reporting period (October 2017 – September 2018), and how those accomplishments were shared with other agencies.

October 2017

- *No meeting*

November 2017

- *Presentation: Community Action North Bay (CAN-B), Ruth A. Matz, Executive Director and Lisa Hoff, Senior Case Manager*

December 2017

- *Presentation: Solano County Strategic Prevention Plan (SPP), Diana Ramos, Senior Health Education Specialist, The Health Promotion & Community Wellness Bureau, Substance Abuse Prevention Team*

January 2018

- *Members Review and Update the Solano County ADAB 2013 Work Plan*

February 2018

- *No meeting. Vice Chair Andrew Miner attended a joint meeting ADAB/MHAB on 2/20/2018. Andrew Williamson and Kristina Feil were also present.*

March 2018

- *Members Review and Update the Solano County ADAB 2013 Work Plan*

April 2018

- *Presentation: Roads Home Veteran Services Program, Natalie Siva, Senior Program Manager*

May 2018

- *Presentation: Healthy Partnerships – A Division of Caminar, Chris Kughn, Executive Director for the Solano County Region*

June 2018

- *No meeting.*

July 2018

- *Review and Update the Solano County ADAB 2013 Work Plan*

August 2018

- *Review and Adoption of the final draft Solano County ADAB 2013 Work Plan*

September 2018

- *Presentation: Legislative Bills, Michelle Heppner, Solano County Administrator's Office, Legislative, Intergovernmental, and Public Affairs Officer*

ADDITIONAL INFORMATION

12. Please add any additional comments. Comments should be 150 words or less.

ADAB approved Caminar as a DUI provider in Solano County on 4/11/18. ADAB continues to be challenged to recruit vacant Board member slots. The Board spent considerable time and thought on updating the ADAB Work Plan for 2018-2019, which had not been updated since 2013. A copy is attached. We continue to advocate for an Opioid Safety Committee similar to that adopted by other California counties (Napa, Contra Costa, Marin) and counties nationwide. Our newest board member, Ramon Castellblanch, PhD, is a known authority in the area of the opioid epidemic and will lend his considerable expertise toward ADAB's efforts on this front.

Alcohol and Drug Advisory Board
Attendance Record
 October 2017 through September 2018

Committee/Board Position	Member	Term of Office	10/11/2017	11/8/2017	12/13/2017	1/10/2018	2/14/2018	3/14/2018	4/11/2018	5/9/2018	6/13/2018	7/11/2018	8/8/2018	9/12/2018	10/10/2018	Date of Brown Act Training and/or Review	Date of Last AB 1234 Training	Received Copy of BOS Principles and Policies
District 1 Representative	Lee Bowen	5/5/15 - 7/24/21	NO MEETING	X	X	X	NO MEETING	X	X	X	NO MEETING	X	X	X	NO MEETING	3/17/16	12/6/15	YES
District 2 Representative	Ramon Castellblanch	5/22/18 - 7/28/18 10/23/18 - 10/23/21		-	-	-		-	-	-		X	-	-		DUE	DUE	YES
District 3 Representative	Vacant (as of 8/27/16)			-	-	-		-	-	-		-	-	-		-	-	-
District 4 Representative	Richad Barry	8/1/17 - 1/22/18 1/23/18- 1/23/21		A	X	X		X	X	X		A	X	X		DUE	DUE	YES
District 5 Representative	Tracey Lee	11/25/14 - 11/25/17 7/24/18 - 7/24/21		X	-	-		-	-	-		-	X	X		9/14/14	11/7/16	YES
Member at Large	Vacant (as of 1/23/18)			-	-	-		-	-	-		-	-	-		-	-	-
MHAB Representative	Elisabeth delaTorre	3/8/16 - 3/8/19	NO MEETING	X	A	A	NO MEETING	X	X	A	NO MEETING	X	X	A	NO MEETING	DUE	1/1/16	YES
Individual who has received treatment or services for an alcohol problem and who has attained long term recovery from substance use disorder	Andrew Miner	3/8/16 - 3/8/19		A	X	X		X	X	X		X	X	X		3/17/16	11/8/16	YES
Individual who has received treatment or services for a drug problem and who has attained long term recovery from substance use disorder	Vacant (as of 10/11/16)			-	-	-		-	-	-		-	-	-		-	-	-

Minutes sent to BOS		n/a	Y	Y	Y	n/a	Y	Y	Y	n/a	Y	Y	Y	n/a
Minutes sent to CAO		n/a	Y	Y	Y	n/a	Y	Y	Y	n/a	Y	Y	Y	n/a
Quorum Present *	* 51% of filled positions	n/a	Y	Y	Y	n/a	Y	Y	Y	n/a	Y	Y	Y	n/a

X = PRESENT
 A = ABSENT
 Y = YES
 N = NO
 - = Vacant

Agenda Posting Locations:	County Administration Center Bulletin Board HSS (275 Beck Street) Bulletin Board
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Brown Act Training is required within one year of appointment and reviewed every two years thereafter.

AB1234 is required within one year of appointment and renewed every two years thereafter. Renewal trainings satisfy the above Brown Act review requirements.

ALCOHOL & DRUG ADVISORY BOARD BY-LAWS
May 22, 2012

SOLANO COUNTY
ALCOHOL AND DRUG ADVISORY BOARD BY-LAWS

ARTICLE I - NAME

SECTION 1. NAME: The name of this organization shall be the Solano County Alcohol and Drug Advisory Board ("Advisory Board").

ARTICLE II - PURPOSE

SECTION 1. AUTHORITY: The Advisory Board shall function according to the provisions of Resolution Number 12-102 of the Solano County Board of Supervisors ("Board of Supervisors") and shall be deemed to be a local entity for purposes of the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5 of the Government Code).

SECTION 2. DUTIES AND RESPONSIBILITIES: The Advisory Board shall:

- A. Review and evaluate the county program budget and any amendments thereto, and the community's alcohol and drug prevention, treatment, and rehabilitation needs, services, facilities, and special problems; and may make on-site visits

to such facilities, and interview persons who are employees of such facilities and who have received aid from such facilities.

- B. Participate in the planning process and review procedures used to insure citizen and professional involvement at all stages of the planning process.
- C. Advise Solano County Substance Abuse Administrator on policies, goals and operations of the county program and on any other related matters the Substance Abuse Administrator refers to it or which are raised by the Advisory Board.
- D. Encourage public understanding of the problems of alcoholism and drug abuse and support throughout the county development and implementation of effective alcohol and drug programs.
- E. In the event the Substance Abuse Administrator and the Advisory Board disagree regarding the development or implementation of any element of the county program budget or any related matter, the Advisory Board may designate a representative to report or make a presentation before the Board of Supervisors relating to such disagreement and ask for direction, if necessary.

ARTICLE III - MEMBERSHIP

SECTION 1. QUALIFICATIONS: The Advisory Board shall be comprised of nine members appointed by the Board of Supervisors as follows:

1. One member of the public from each Supervisorial District
2. An at-large member of the public
3. An individual who has received treatment or services for an alcohol problem and who has attained long term recovery from substance use disorder
4. An individual who has received treatment or services for a drug problem and who has attained long term recovery from substance use disorder
5. A representative of the County Mental Health Advisory Board

Members must understand prior to selection that service on at least one standing committee, if needed, is a condition of appointment. Members shall have a personal interest in the field of alcohol and drugs. The Advisory Board shall be comprised to the extent possible of persons who have a professional interest in or personal commitment to alleviating problems related to alcohol and/or drug abuse in their communities. The membership shall include representatives from various ethnic, economic, social, and occupational groups. All members of the Advisory Board shall be residents of Solano County.

- A. No member of the Advisory Board, or their spouse, shall be a full-time or part-time county employee of any county facility which provides alcoholism or drug abuse services, nor a member of the Board of Supervisors or any of their staff, nor a recovering alcoholic or drug addict with less than one (1) year of continuous sobriety.
- B. Neither providers and/or their spouses shall be eligible to serve. Provider shall be defined as any employee of a private agency (profit or non-profit) receiving funds from Solano County Department of Health and Social Services for the provision of drug and alcohol services.
- C. Each Advisory Board member shall file an annual statement disclosing his/her interest and that of his/her spouse in investments, real property and income designated as reportable under the category to which the member's position is assigned in Exhibit A of the Conflict of Interest Code of the Advisory Board. The instruction manual in this code (available in the office of the Solano County Board of Supervisors) is, therefore, included by reference in the by-laws of the Advisory Board.

SECTION 2. TERM OF OFFICE: Each member shall be appointed for a term of three (3) years. At the end of each three (3) year term, members may reapply. No individual member shall serve more than two (2) consecutive full three (3) year appointed terms.

SECTION 3. VACANCIES: A vacancy on the Advisory Board shall be filled by the Board of Supervisors.

SECTION 4. COMPENSATION: The members of the Advisory Board shall serve without compensation. They shall be reimbursed for pre-authorized expenses incurred in connection with their duties as members of the Advisory Board.

SECTION 5. ATTENDANCE: All Advisory Board members must inform the Secretary of the Advisory Board if they will not be attending an Advisory Board meeting, otherwise it will be construed as an unexcused absence. The Advisory Board shall entertain a motion to recommend termination by the Board of Supervisors for unexcused absence from three (3) consecutive board meetings. The determination of what constitutes an excused absence shall be at the discretion of the Executive Committee.

SECTION 6. REMOVAL OF MEMBERS: The members of the Advisory Board may be removed for cause, i.e., unable to participate on

committee work, or when they have more than three (3) consecutive unexcused absences or when they no longer qualify for membership per Article III, Section 1., above.

SPECIAL CIRCUMSTANCES: A productive Advisory Board member removed from the Advisory Board may be transferred or placed on an inactive board status until the basis of removal (cause) no longer exists. At such time, the member may reapply and with the Executive Committee or full board approval, be reinstated to the Advisory Board filling any vacancy for which he/she may qualify. If there is no vacancy, the person may fill the next vacancy occurring on the Advisory Board. Special circumstances may include, but not be limited to: a) personal prolonged illness, b) immediate family member illness, or c) temporary reassignments (six months or less).

SECTION 7. TECHNICAL ADVISORY COMMITTEE MEMBERSHIP: Solano

County service providers shall be members of the Solano County Alcohol and Drug Advisory Board Technical Advisory Committee. The Technical Advisory Committee shall provide its expertise and knowledge to the Advisory Board. This committee shall not have voting or veto power, but is encouraged to attend all meetings in order to assist the Advisory Board whenever requested to do so.

ARTICLE IV - MEETINGS

SECTION 1. SCHEDULE: The Advisory Board shall meet regularly at a stated date, time, and place to be decided by the Advisory Board. Said meetings should occur monthly, but the Advisory Board may decide to meet less or more than monthly. The Advisory Board shall meet a minimum of six (6) times per year. All meetings of the Advisory Board shall be subject to the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5 of the Government Code).

SECTION 2. QUORUM: A majority of the Advisory Board shall constitute a quorum for the transaction of business.

SECTION 3. CONFLICT OF INTEREST: No member who would personally or professionally benefit from a county funded project may vote on, advise or render an opinion on any issue involving any portion of those contracted monies.

ARTICLE V - OFFICERS

SECTION 1. ELECTED OFFICERS: The officers of the Advisory Board shall be the Chair and Vice-Chair. Only officially appointed Advisory Board members may serve in these offices.

SECTION 2. ELECTIONS: In December of each year the Advisory Board shall elect its officers for the ensuing year. Nominations will be made at the end of the December meeting and immediately thereafter a vote shall be taken by handwritten ballot. The newly elected officers shall assume their respective responsibilities commencing January 1 of the next year.

SECTION 3. TERM OF OFFICE: Each officer shall serve for one year in the same office. No Chair or Vice-Chair shall serve for more than two (2) consecutive, elected terms.

SECTION 4. VACANCIES: Any vacancy shall be filled by an Advisory Board election at the first regular monthly meeting following the occurrence of the vacancy. In the event of a vacancy in the office of Chair, the Vice-Chair will be moved into that vacancy for that meeting.

SECTION 5. DUTIES AND RESPONSIBILITIES: The Chair shall preside at all regular and special meetings of the Advisory Board. He/she, or a person designated by him/her in the absence of the Chair and Vice-Chair, shall act as the official representative of the Advisory Board in its communications with other organizations and groups. In the absence or unavailability of the Chair, the Vice-Chair will assume the duties and responsibilities of that

position on an interim basis.

SECTION 6. OTHER OFFICERS: The Advisory Board may elect such other officers as they deem necessary to perform such duties as determined by the Advisory Board.

SECTION 7. RULES OF ORDER: The meetings of the Advisory Board shall be governed by the authority of "Robert's Rules of Order" modified to allow the Chair to participate during discussion, and he/she will vote only in case of a tie, except the Chair may vote in the annual election of officers.

ARTICLE VI - COMMITTEES

SECTION 1. EXECUTIVE COMMITTEE: There shall be a standing Executive Committee comprised of the Chair and Vice-Chair and standing Committee Chairs. Duties and responsibilities shall be as delegated by the Advisory Board or it's duly appointed representatives.

SECTION 2. OTHER COMMITTEES: Other standing and special committees may be appointed by the Chair with the approval of the Advisory Board. The Technical Advisory Committee shall be a standing committee. Each standing committee shall select a Chair who serves at the pleasure of that committee.

ARTICLE VII - AMENDMENTS

SECTION 1. AMENDMENT OF BY-LAWS: The By-laws may be amended at any meeting of the Advisory Board by a two-thirds (2/3) vote of the full membership provided that copies of proposed amendments are sent to all members of the board at least five (5) days prior to the meeting at which the vote is taken. Any By-law changes must be approved by the Board of Supervisors.

(Amendment Approved by the BOS: March 14, 2017)



SOLANO COUNTY BOARD OF SUPERVISORS ADVISORY BOARD/COMMISSION REVIEW SHEET

Date: October 17, 2018

Name of Advisory Board: Solano County Library Advisory Council

Name of person completing review sheet: Tamie Tvrdik

Name and Department of County Contact/Staff assigned to Board: Bonnie Katz

PURPOSE

1. What is the purpose of the advisory board?

The Advisory Council serves in an advisory capacity regarding matters of library services provided by the County Library.

2. Does the board/commission have a mission statement? If so, please provide.

There is no mission statement.

3. Please provide the most recent copy of board/commission's bylaws and include the date they were approved by the Board of Supervisors.

Please see attached. Approved by the Board of Supervisors on 2/10/2009.

4. Please reference how, why and when the board/commission was created.

The Solano County Library Advisory Council was established on July 16, 1968 by Minute Order of the Board of Supervisors to act in an advisory capacity to the Director of Library Services and to the Board of Supervisors in all matters pertaining to library service.

MEETING SCHEDULE

5. How often does the advisory board meet?

The Solano County Library Advisory Council meets six times a year.

6. Does the board/commission adopt an annual work plan? If so, please provide a copy, and include the County staff involved? If there is no work plan, explain why there isn't one?

The Advisory Council has not adopted a work plan. They deal with issues that are current service issues with the Library such as programs, budget, strategic planning, building issues, etc.

7. Please attach membership list and attendance records for October 2017 through September 2018 or since the last reporting period.

See attached attendance record for October 2017 through September 2018.

BROWN ACT REQUIREMENTS

8. Please answer the following related to the Advisory Board Principles and Policies. If you answered “no” to any of the questions below, please explain:

- A. Was a quorum present at each meeting?

Yes.

- B. Did each new member receive training and written guidelines on the Brown Act?

Yes, all have received written guidelines on the Brown Act. This year, two more members were able to attend the training offered by County Counsel in February 2018.

- C. Did existing members receive a review of the Brown Act?

Members have been advised of the online AB 1234 training and have taken as noted on the attendance record.

- D. Were agendas posted and minutes taken in accordance with the Brown Act and the Advisory Board Principles and Policies?

Yes.

OBJECTIVES AND ACCOMPLISHMENTS

9. List primary goals and objectives from the last reporting period and note if they were met

Some of last year’s goals and objectives of the Council were to participate in the Strategic Plan process and receive the final presentation; receive an update on the Measure L Oversight Committee, discuss and approve the proposed budget and make a recommendation to the Board of Supervisors to approve it, continue to follow the progress of the Career Online High School program, discuss the Staff Innovation Grants and how they helped to move forward with the Library’s strategic directions, hear an update on the Literacy program.

10. List primary goals and objectives for the current reporting period.

At the March 18, 2018 meeting, the Council agreed on the following topics for the year:

- a. Solano County Library Foundation-receive a presentation in July about the Author’s Luncheon and update in September
- b. Makerspace-receive an update in September
- c. Friends of the Library
- d. Solano County Library Literacy Program-receive a presentation in May
- e. Suisun City Library Joint Use with Suisun City Elementary-receive an update in May on how this partnership is working
- f. Diversity Training 2.0-Cracking the Codes-receive a follow up
- g. Behavior Policy
- h. Staff Innovation Grants-invite staff to talk about their submissions

11. Briefly outline accomplishments for the current reporting period (October 2017 – September 2018), and how those accomplishments were shared with other agencies.
- The Council discussed the FY 2018-2019 proposed budget and made a recommendation to the Board of Supervisors to approve it.
 - The Council received an update on the Measure L Oversight Committee in November 2017 and in September 2018 participated in the annual meeting.
 - The Council received an update on the repurposing of the computer Center and the Vacaville Town Square library which has been completed this fall.
 - The Council received a presentation from Cherelyn Hunt, Literacy Program Manager, on the Diversity Training – Cracking the Codes. This training was provided to staff to educate them on the systemic inequities that exist and to provide them with tools when interacting with our customers and diverse community. Council member have been invited to attend.
 - The Council members discussed the facility use of the Suisun City Library and the Suisun Elementary School and learned about a pilot program to have every student throughout the Solano County Library system issued a student library card.
 - The Council received a presentation on the Makerspace Project at the JFK Library made possible from a \$10,000 grant from the CA State Library. The JFK Library was one of ten libraries in the state to be chosen for this pilot program. The Makerspace Project encourages STEAM (science, technology, engineering, arts and math) activities.
 - The Council continues to follow the process of the automated materials handling (AMH) which will allow the Library to move materials much more quickly through the system.

ADDITIONAL INFORMATION

12. Please add any additional comments. Comments should be 150 words or less.

Solano County Library Advisory Council
Attendance Record
October 2017 through September 2018

Committee Position	Member	Term	11/20/2017		01/22/18		3/19/2018		5/21/2018		7/16/2018		9/17/2018		Date of Last Brown Act Training	Date of Last Ethics Training	Received Copy of BOS Principles and Policies
District 1 Representative	Kathryn Clark Silveira	9/30/19	A		P		P		P		P		P		Mar-17		Yes
District 2 Representative	Stephanie Cobb	9/30/21	P		P		P		P		A		A				Yes
District 3 Representative	Dotty Schenk	9/30/19	P		P		P		P		P		P		Jan-06	Mar-12	Yes
District 4 Representative	Diane Barney	9/30/16	P		P		P		P		P		P		Nov-09	Jan-14	Yes
District 5 Representative	Ronald Heinrich	9/30/22	P		P		P		P		P		P		Nov-05	Oct-13	Yes
Fairfield City Representative	Neil Hall	2/28/19	A		P		P		A		P		A		Mar-17		Yes
Rio Vista City Representative	Kurt Overholt	9/30/15	P		P		P		P		P		P		Mar-12	Apr-14	Yes
Suisun City Representative	Gloria Felder	5/2020	P		P		P		P		A		P		Feb-18		Yes
VUSD/LDB Representative	Cassandra Patton	6/30/20	P		A		P		P		A		A		Feb-18		Yes
Vallejo City Representative	Maria Hernandez (applied Mar 2018)	3/27/22							P		P		A				Yes

Minutes sent to BOS			x		x		x		x		x		x	
Minutes sent to CAO			x		x		x		x		x		x	
Quorum (6 per Bylaws) Present			x		x		x		x		x		x	

Brown Act Training is only required to be taken once.

Ethics Training must be repeated every 2 years

Agenda Posting Locations:

FCC, SUI, COR Libraries and solanolibrary.com

P=Present

A=Absent

BYLAWS OF THE
SOLANO COUNTY LIBRARY ADVISORY COUNCIL

ARTICLE I: PURPOSE

The Council shall act in an advisory capacity to the Director of Library Services and to the Board of Supervisors in all matters pertaining to library service.

ARTICLE II: MEMBERS OF ADVISORY COUNCIL

Section 1: The Council shall consist of the following members: (a) five such members representing and residing within a different county supervisorial district, to be appointed by the supervisor representing such district, plus (b) a number of members equal to the number of cities or other public agencies within Solano County operating a public library, and which are a part of the Solano County Library system, each such member representing and residing within the boundaries, and to be appointed by the governing body of each such city or public agency.

Section 2: Each Council member is appointed for a term, determined by the appointing body.

Section 3: A Council member whose term has expired may serve until a replacement has been appointed.

Section 4: Unexplained absence of members for **two** (2) consecutive meetings of the Council shall be considered as an expression of lack of interest in this program. The Chair of the Council may then request that a new appointment be made to represent this area.

Section 5: Members of the Library Advisory Council shall serve without compensation.

Section 6: Vacancies in the office of a member shall be filled for the unexpired term by the appointing body.

ARTICLE III: MEETINGS

Section 1: Regular meetings of the Library Advisory Council shall be held on the third Monday of every other month at 6:30 p.m. in a designated area of a Solano County Library branch.

Section 2: Exceptions to the regular meeting time and place may be made by appropriate motion or resolution.

Section 3: If all necessary business cannot be accommodated at a regularly scheduled meeting, an adjourned regular meeting may be scheduled. In such an instance, the regular meeting is adjourned to a time and place specified before the close of the regular meeting. Appropriate public notice shall be posted for the adjourned meeting following the provisions of the Brown Act, Government Code 354.

Section 4: Seventy-two (72) hours notice shall be given for all regular meetings.

Section 5: Special meetings may be called by the Chair or a majority of the members of the Council or the Director of Library Services, providing that notice has been given to all Council members and others as noted in Article V, Section 7 (2) and the news media at least twenty-four (24) hours in advance of the special meeting.

Section 6: A quorum shall consist of a majority of the filled seats on the Council.

Section 7: The annual meeting shall be held at the time of the first regular meeting after the first of October each year.

ARTICLE IV: CONDUCT OF BUSINESS

Section 1: No business shall be transacted at any meeting of the Library Advisory Council other than those matters named in the publicly posted agenda. (See Article IV, Section 4.

Section 2: All meetings shall be conducted under Robert's Rules of Order, unless in violation of applicable codes.

Section 3: All meetings of the Library Advisory Council shall be called to order by the Chair, or in the Chair's absence, by the Vice-Chair, or in the Vice-Chair's absence, by a Council member designated for that purpose by the Chair or Vice-Chair.

Section 4: The order of business at the regular meetings shall be as follows:

- (1) Call to order
- (2) Roll call and establishment of quorum
- (3) Introductions
- (4) Approval of minutes of prior meeting
- (5) Approval of agenda
- (6) Public comment*
- (7) Correspondence
- (8) Report from Solano County Director of Library Services
- (9) Old business
- (10) New business
- (11) Announcements/Member reports
- (12) Date of next meeting
- (13) Adjournment

*Members of the public may speak for up to five (5) minutes per person, not to exceed 20 minutes.

Section 5: An affirmative vote of the majority of all members of the Council present (quorum) at the time shall be necessary to approve any action before the Council. The Chair or any member of the council may call for a roll call vote or qualified ballot vote. Unless such vote is called for, action may be taken by voice vote.

Section 6: The Chair shall vote on all matters and shall have equal privileges as a member including the right to surrender the chair for purpose of making motions, introducing resolutions or making nominations.

Section 7: Action shall be taken only by resolution or motion of the Library Advisory Council.

ARTICLE V: OFFICERS AND ELECTIONS

Section 1: The elected officers of the council are the Chair who will chair all meetings, and the Vice-Chair who will preside in the Chair's absence. The Solano County Director of Library Services will serve as Secretary.

Section 2: Election of the Chair and Vice-Chair shall be held at the annual meeting.

Section 3: The Chair and Vice-Chair of the Library Advisory Council can hold office for not more than two consecutive one-year terms.

Section 4: In the event that the office of Chair becomes vacant prior to any annual meeting, an election to fill such vacancy for the unexpired term shall be held at the next meeting at which a quorum is present.

Section 5:

(1) The Chair shall preside at all meetings, appoint all committees, authorize calls for any special meetings, and generally perform the duties of the presiding officer. The Chair may appoint committees of one or more members each or representatives, delegates or spokespersons for such specific purposes as the council may require or recommend. The committee or individuals thus appointed shall be considered to be discharged upon the completion of its purpose and after the final report is made.

(2) The Vice-Chair shall act as Chair in the latter's absence.

Section 6:

(1) The Secretary in conjunction with the Chair shall prepare an agenda for each meeting, posting it in a location freely accessible to the public at least 72 hours before each regular meeting and at least 24 hours before each special meeting. The agenda must include a brief description of each item of business to be transacted or discussed at the meeting together with the time and location of the meeting.

(2) Copies of the agenda shall be sent to each library branch to post, and the City Editor of each of the major newspapers currently publishing in Solano County. The agenda and the minutes of the previous meeting with pertinent information shall be sent to all members of the Library Advisory Council, the Director of Library Services and the Librarian's Council, the County Administrator, the California State Library Consultant, the Vacaville Library Commission, the Vallejo Library Board, and each library branch manager to be made available to all library staff.

(3) The Secretary of the Library Advisory Council shall keep a true and accurate record of all proceedings and actions of the Council including those members present and absent. These minutes shall be approved at the next following meeting. The public reading of the minutes may be dispensed with and the minutes approved as published and presented.

(4) The Secretary shall notify the appointing body of any vacancies on the Council.

ARTICLE VI: AMENDMENT TO BYLAWS

Section 1: These bylaws may be recommended for amendment by presenting the proposed amendment(s) as an agenda item for full discussion and vote at a regular meeting and including this discussion in the minutes.

Section 2: After the recommended change has been approved by the Council, such change will be presented to the Board of Supervisors at a regular meeting for their approval.

Revised: September 8, 2000

Amendment #1- November 15, 1990

Article II, Section 3, was amended to read: A council member whose term has expired *may* serve until a replacement has been appointed.

Amendment #2- July 19, 1993

Article III, Section 1, was amended to read: Regular meetings of the Library Advisory Council shall be held on the third *Monday* of every other month at 7:00 p.m. in a designated area of a Solano County Library branch.

Amendment #3- July 17, 2000

Article IV, Section 4, was amended to change the order of business to add Public comment and Announcements/Member reports.

Amendment #4 – July 17, 2006

Article III, Section 1, was amended to change the meeting time to 6:30 pm.

Amendment #5 – February 10, 2009

Article VI, Sections 1 and 2 were amended to reflect Bylaw changes must be approved by the Board of Supervisors.



SOLANO COUNTY BOARD OF SUPERVISORS ADVISORY BOARD/COMMISSION REVIEW SHEET

Date: October 19, 2018

Name of Advisory Board: Nut Tree Airport Advisory Committee

Name of person completing review sheet: Dave Daly, Airport Manager

Name and Department of County Contact/Staff Assigned to Board: Dave Daly, Airport Manager

PURPOSE

1. What is the purpose of the advisory board?

The Nut Tree Airport Advisory Committee (NTAAC) has been established to assist and advise the Board of Supervisors and County officials regarding the Nut Tree Airport.

2. Does the board/commission have a mission statement? If so, please provide.

The Nut Tree Airport Advisory Committee does not have a mission statement.

3. Please provide the most recent copy of board/commission's bylaws and include the date they were approved by the Board of Supervisors.

The current Bylaws were approved by the Board of Supervisors September 23, 2008
(Attached).

4. Please reference how, why and when the board/commission was created.

The Committee was created by the Solano County Board of Supervisors on June 22, 2004 to assist and advise the Board of Supervisors and County officials to ensure the airport is maintained and developed in such a manner that it will continue to be a high-quality aviation facility for its users and a good neighbor in the community.

MEETING SCHEDULE

5. How often does the advisory board meet?

Quarterly

6. Does the board/commission adopt an annual work plan? If so, please provide a copy, and include the County staff involved? If there is no work plan, explain why there isn't one?

The Nut Tree Airport Advisory Committee does not adopt an annual work plan. The Airport Manager provides staff support to NTAAC.

7. Please attach membership list and attendance records for October 2017 through September 2018 or since the last reporting period (Attached).

BROWN ACT REQUIREMENTS

8. Please answer the following related to the Advisory Board Principles and Policies. If you answered "no" to any of the questions below, please explain:
- A. Was a quorum present at each meeting? No, a quorum was not available at the July 25, 2018 meeting.
 - B. Did each new member receive training and written guidelines on the Brown Act? Yes
 - C. Did existing members receive a review of the Brown Act? Yes
 - D. Were agendas posted and minutes taken in accordance with the Brown Act and the Advisory Board Principles and Policies? Yes

OBJECTIVES AND ACCOMPLISHMENTS

9. List primary goals and objectives from the last reporting period and note if they were met.
- Ongoing review and comment on the Icon development project - Met
 - Review and comment on the Nut Tree Airport Capital Improvement Plan (ACIP) - Met
 - Review and advise on the Airport Utility Master Plan - Met
 - Review and advise on Airport Hangar and Commercial Design Guidelines - Postponed
10. List primary goals and objectives for the current reporting period.
- Review and comment on the County T-Hangar Development Project
 - Review and comment on the Nut Tree Airport Capital Improvement Plan (ACIP)
 - Review and advise on the Office Renovation Project
 - Review and advise Airport Perimeter Fence and Gate Project

11. Briefly outline accomplishments for the current reporting period (October 2017 – September 2018), and how those accomplishments were shared with other agencies.

The Committee reviewed and deliberated the Airport Capital Improvement Plan (ACIP, reviewed and discussed the County T-Hangar Development Project and the Office Renovation Project, and advised the Board of Supervisors accordingly. The Committee also reviewed and discussed Icon development information and ongoing Airport enhancement projects and on private hangar development proposals.

ADDITIONAL INFORMATION

12. Please add any additional comments. No other comments.

Nut Tree Airport Advisory Committee
Attendance Record
October 2017 through September 2018

Nut Tree Airport Advisory Committee	Member	Term	10/25/2017	1/25/2017	2/21/2018	4/25/2018	7/25/2018											
Business Pilot (resigned Jan, 2018)	Brad Elder	30-Jun-20	A	NO MEETING	VACANT													
Area Resident	Robert Johnstone	30-Jun-20	X		X	X	X											
Business Representative	Steve Mervau, Chair	30-Jun-20	A		X	X	A											
Recreational Pilot	Mike Hedrick	30-Jun-19	X		X	X	X											
Business Pilot (resigned Nov, 2018)	Brant Seghetti	30-Jun-20	X		A	A	A	VACANT										
Pilots Association	Deborah Begley	30-Jun-21				X	A											

Date of Last Brown Act Training	Date of Last AB 1234 Ethics Training	Received Copy of Principles and Policies
8/26/2012	10/31/2016	Yes
1/31/2013	4/11/2018	Yes
8/26/2012	4/9/2018	Yes
10/20/2011	4/10/2018	Yes
10/6/2015	10/6/2015	Yes
4/25/2018	8/29/2018	Yes

Minutes sent to BOS		Y		Y	Y													
Minutes sent to CAO		Y		Y	Y													
Quorum Present	3 members	Y		Y	Y													

X = Present
A = Absent
Y = Yes
N = No

Agenda Posting Locations:	Lobby of 301 County Airport Rd, Vacaville, CA 95688 Solano County website - General Services, Nut Tree Airport page
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Brown Act Training is required within one year of appointment and reviewed every two years thereafter. Brown Act training materials are provided to each committee member and each member is requested to re-review the materials every two years.

AB1234 is required within one year of appointment and renewed every two years thereafter. Renewal trainings satisfy the above Brown Act review requirements. Each committee member is requested to retake the online ethics training every two years.

**BYLAWS OF THE
NUT TREE AIRPORT ADVISORY COMMITTEE**

ARTICLE I

AUTHORITY

The Nut Tree Airport Advisory Committee, hereinafter referred to as the Committee, has been established by the Solano County Board of Supervisors on June 22, 2004.

ARTICLE II

PURPOSE AND INTENT

The County of Solano operates the Nut Tree Airport for the benefit of all residents, business owners, and visitors of the County. The Solano County Board of Supervisors seeks to ensure that the Nut Tree Airport is maintained and developed in such a manner that it will continue to be a high-quality aviation facility for its users and a good neighbor in the community, recognizing that both the users and community may change as Solano County continues to grow and develop. The Nut Tree Airport Advisory Committee has been established to assist and advise the Board of Supervisors and County officials in the implementation of these objectives.

ARTICLE III

POWERS AND DUTIES

The powers and duties of the Committee are:

1. Advise the Board of Supervisors on policy matters pertaining to the operation and management of the Nut Tree Airport, the uses of property adjacent to the airport if such uses may impact operations at the Airport, and any other matters as the Board may from time to time request relating to the Nut Tree Airport.
2. Review and make recommendations regarding plans and policies for airport safety.
3. Review and assist in the preparation of the airport master plan, airport business plan, airport capital improvement plan, and other related plans and documents.

4. Submit to the Board of Supervisors an annual report relating to activities of the Airport and the Committee.

ARTICLE IV

MEMBERSHIP

The Committee shall consist of five (5) members and shall be appointed by the Board of Supervisors.

1. In order to include a diversity of backgrounds and perspectives on the Committee, the members of the Committee should be appointed based on the following qualifications:
 - (a) Recreational Pilot – One should be a pilot who flies primarily for recreational purposes and who is a tenant of hanger or tie-down space at the Airport.
 - (b) Business Pilot/Owner/Aircraft User – One should be a pilot, owner, or aircraft user who flies primarily for business purposes and who is a corporate or commercial tenant at the Airport.
 - (c) Area Resident – One should reside within the airport influence area or planning area of the Airport, as delineated in the Nut Tree Airport Land Use Compatibility Plan.
 - (d) Pilots Association Member – One should be a member of the Solano Pilots Association, the Experimental Aircraft Association 1230, or the Aircraft Owners and Pilots Association. Preference may be given to those that are members of more than one of these organizations.
 - (e) Vacaville Area Business Representative – One should be associated with a business enterprise located in the Vacaville area.
2. Members of the Committee shall reside within Solano County and be representative of the geographical diversity of the County.
3. All members of the Committee shall be appointed by the Board of Supervisors and shall serve at the pleasure of the Board. The terms of office for each Committee member shall be four (4) years, ending on June 30. The terms of the original members shall be staggered so that the terms of no more than two (2) members expire in any one year.

4. Should a vacancy occur in a Committee position, the Board of Supervisors shall appoint a replacement member to fill only the unexpired term of the vacant position(s).
5. If the Board of Supervisors does not appoint a new member, or reappoint an existing member, on or before the expiration of a member's term, that member may hold over on a month to month basis until such time as the member is either reappointed or a new person has been appointed to the position.
6. The failure of a member to attend 75% of the regular meetings of the Committee within one year (July through June), shall constitute a tender of resignation by that member, which tender can be accepted by the Committee without further notice. The Committee Clerk shall promptly notify the Board of Supervisors of such resignation and resulting vacancy.

ARTICLE V

SUBCOMMITTEES

The Committee may form standing or ad hoc subcommittees, as needed.

ARTICLE VI

OFFICERS

1. The officers of the Committee shall be the Chair and Vice Chair.
2. The Committee shall elect from its members, at its regular meeting in July of each year, a Chair and Vice Chair. The Chair and Vice Chair should not serve more than two consecutive one-year terms. The newly elected officers shall take office upon election. A vacancy in either position shall be promptly filled by the Committee, and such replacement officer shall serve out the remainder of the term.
3. It shall be the duty of the Chair to preside over all meetings of the Committee, to appoint chairs of any standing or ad hoc subcommittees, and to exercise such other powers and perform such other duties as may be prescribed by the Committee.
4. It shall be the duty of the Vice Chair to assist the Chair in the execution of that office, to preside at meetings in the event of the absence of the Chair, and to

exercise such other powers and perform such other duties as may be delegated by the Chair or as may be prescribed by the Committee.

5. The Airport Manager shall serve as Clerk to the Committee, but shall not be a member of the Committee and shall be without a vote in matters of the business of the Committee. It shall be the duty of the Clerk to maintain the minutes and other records of the Committee, and to receive communications and correspondence addressed to the Committee.

ARTICLE VII

MEETINGS OF THE COMMITTEE

1. Regular meetings of the Committee shall be held quarterly, in January, April, July, and October, at 7:00 p.m. on the fourth Thursday of the month, unless that day is a County holiday, in which case that meeting shall be held on the Wednesday immediately preceding. Meetings shall be held in the Nut Tree Airport Conference Room.
2. The regular meeting may adjourn and reconvene at any specified time and place, within the County of Solano, upon a majority vote of the Committee.
3. Special meetings may be called at the discretion of the Chair, according to Section 54596 of the Government Code.
4. A regular meeting may be canceled by the Chair, or by the Vice Chair in the absence of the Chair, not less than forty-eight (48) hours in advance of the meeting, due to an expected lack of a quorum or lack of business. A regular or special meeting may be canceled by the Chair or Vice Chair at any time due to an emergency. The reason for cancellation shall be noted in the minutes.
5. Agendas for meetings shall be prepared by Committee staff and mailed at least five days prior to a meeting to all Committee Members and to others on the approved agenda mailing list. Public notice of all meetings shall be given pursuant to the Brown Act (Government Code sections 54950 and following) in compliance with the 72-hour posting deadline for regular meetings and the 24-hour deadline for special meetings.
6. All meetings of the Committee shall comply with the Ralph M. Brown Act.
7. Unless otherwise addressed by these Bylaws, the conduct of the affairs of the Committee and its subcommittees shall proceed in accordance with Rules of Order and Procedure as may be adopted by the Committee, or in the absence thereof, in accordance with the provisions of Robert's Rules of Order.

ARTICLE VIII

QUORUM AND VOTING

1. The presence of any three members of the Committee shall constitute a quorum for the transaction of all business duly presented at a meeting of the Committee, even if one or more Members must abstain from voting on a particular item of business. If the Committee has one or more unfilled vacancies, the presence of any three members of the Committee shall constitute a quorum.
2. Each member of the Committee shall have one vote, which shall be exercised by the member, if present at a meeting, unless required to abstain due to an actual or perceived conflict of interest. Voting by proxy shall not be allowed.
3. A tie vote shall be a rejection of the approval sought for the agenda item but, if less than the full Committee was present to vote on the item, the Chair may direct that the item be brought back for reconsideration at the next meeting of the Committee.

ARTICLE IX

CONFLICT OF INTEREST

Members of the Committee shall comply with the terms and provisions of the California Political Reform Act, and shall abstain from acting on matters as required by that Act.

ARTICLE X

AMENDMENTS TO BYLAWS

These Bylaws may be amended, repealed, or altered, in whole or in part, by a majority vote of the Committee Members present at any duly organized meeting of the Committee, provided that a copy of any amendment proposed for consideration shall be mailed to the last recorded address of each Member at least thirty days prior to the date of the meeting. These Bylaws, and any amendments to these Bylaws, shall take effect only upon approval by the Board of Supervisors.

ARTICLE XI

SEVERABILITY

If any provision of these Bylaws, or any portion thereof, is found by any court of competent jurisdiction to be unenforceable or invalid for any reason, such provision shall be severable and shall not in any way impair the enforceability of any other provision of these Bylaws.

Adopted: June 22, 2004

Amended: September 23, 2008



**SOLANO COUNTY BOARD OF SUPERVISORS
ADVISORY BOARD/COMMISSION REVIEW SHEET**

Date: November 8, 2018

Name of Advisory Board: Parks and Recreation Commission

Name of person completing review sheet: Chris Drake

Name and Department of County Contact/Staff assigned to Board:

Resource Management Department / Chris Drake, Parks Services Manager

PURPOSE

1. What is the purpose of the advisory board?
 - a. To act as a resource agency and advisory body to the Board of Supervisors in matters regarding Park and Recreation needs in Solano County as well as the protection and propagation of fish and game.
 - b. To act in an advisory capacity to the Board of Supervisors and Planning Commission on park and recreation needs as may apply to the Solano County Code, Chapter 26, Subdivisions and California Government Code, section 66477.
 - c. To promote the use of park and recreation facilities and the protection and propagation of fish and game for the education, pleasure, and welfare of the Solano County residents and visitors.
 - d. To make specific recommendations on all matters pertaining to County parks in or adjacent to Solano County.
 - e. To review and make recommendations to the Board of Supervisors concerning the role of Solano County on all proposed buffer zones, open spaces and greenbelts.
 - f. To review and evaluate implementation of the Park and Recreation Element of the Solano County General Plan and make recommendations and modifications as needed, in conjunction with all related documentation to the Board of Supervisors.
 - g. To provide appropriate and timely review, comment and recommendations to the Board of Supervisors on environmental impact reports, environmental impact statements, and other such reports, studies and findings as may have an effect on the recreational facilities, either existing or proposed, of Solano County Parks.
 - h. To conduct an annual grant award process for disbursement of Fish and Wildlife Propagation Funds, contained and designated in a separate and exclusive budget pursuant to section 13103 of the Fish and Game Code, and make recommendations to the Board of Supervisors for approval of recommended awards.

2. Does the board/commission have a mission statement? If so, please provide.

To act as a resource agency and advisory body to the Board of Supervisors in matters regarding Park and Recreation needs in Solano County as well as the protection and propagation of fish and game.

3. Please provide the most recent copy of board/commission's bylaws and include the date they were approved by the Board of Supervisors.

Please see the Commission's bylaws (attached). This was approved by the Board of Supervisors on November 25, 2014.

4. Please reference how, why and when the board/commission was created.

Solano County Code Chapters 19 and 26, and California Government Code section 66477 established that the Park and Recreation Commission shall advise the Board of Supervisors and Planning Commission on park planning and policy issues. Furthermore, by Board action (March 28, 2000), the Park and Recreation Commission was also given responsibility for disbursing "fish and wildlife propagation funds" pursuant to California Fish and Game Code, section 13103, a former responsibility of the Solano County Fish and Game Advisory Committee, which was disbanded in that same Board action.

MEETING SCHEDULE

5. How often does the advisory board meet?

The Commission meets on the second Thursday of every other month, beginning in January of each year, unless the meeting is cancelled due to lack of agenda items.

6. Does the board/commission adopt an annual work plan? If so, please provide a copy, and include the County staff involved? If there is no work plan, explain why there isn't one?

The most current work plan (attached) is scheduled for update by Parks staff and is intended to be brought forward to the Commissioners in the January 2019 meeting. Going forward, Parks will prepare a bi-annual work plan for submission.

7. Please attach membership list and attendance records for October 2017 through September 2018 or since the last reporting period.

Please see the attached membership list and attendance summary.

BROWN ACT REQUIREMENTS

8. Please answer the following related to the Advisory Board Principles and Policies. If you answered "no" to any of the questions below, please explain:

- A. Was a quorum present at each meeting?

No, the September 13, 2018 meeting was cancelled due to lack of quorum.

- B. Did each new member receive training and written guidelines on the Brown Act?

There are no new members.

- C. Did existing members receive a review of the Brown Act?

Yes, all Commissioners did, during the last 2 years, and are setting schedules for their next review.

- D. Were agendas posted and minutes taken in accordance with the Brown Act and the Advisory Board Principles and Policies?

Yes

OBJECTIVES AND ACCOMPLISHMENTS

9. List primary goals and objectives from the last reporting period and note if they were met.

- a. GOAL: Conduct the FY2017/18 grant cycle of the Fish and Wildlife Propagation Fund (FWPF) grant program, for up to \$15,000 in budgeted grants. Evaluate applications and make award recommendations at the January 2018 Commission meeting.

The Commission reviewed the submitted application for FY2017/18 and selected a winner based upon set criteria.

- b. GOAL: Review and comment on natural resource management projects at the County Parks, including appointing an ad hoc committee to suggest new projects.

This is an ongoing goal that is achieved at each scheduled meeting.

- c. GOAL: Review and provide input on the proposals in the 2003 Park and Recreation Element, to help staff prioritize which ones are still relevant and should be pursued.

In process.

- d. GOAL: Review with staff the alternative revenue sources (e.g., concessions, vendors, grants, etc.) that County Parks is using, and provide input.

Recommendations are regularly made as new grants and opportunities are discovered.

- e. GOAL: Review and provide input on projects in the park Master Plans or other planning documents, to help staff prioritize which ones are still relevant and should be pursued.

This is an ongoing goal that is achieved at each scheduled meeting.

- f. GOAL: Receive staff reports and provide input on ongoing County Park operations, staffing, public safety incidents, training and special events.

Staff reports were received at each Commission meeting.

- g. GOAL: Receive staff reports and provide input on plans, improvements and construction projects in and around County Parks.

Staff reports were received at each Commission meeting.

- h. GOAL: Serve in an advisory role involved in the process of creating a dependent Parks and Open Space District plan.

Commission members were selected to form an ad-hoc committee to act as representation for meetings involving the Parks and Open Space District plans.

10. List primary goals and objectives for the current reporting period.
- a. GOAL: Conduct the FY2018/19 grant cycle of the Fish and Wildlife Propagation Fund (FWPF) grant program, for up to \$15,000 in budgeted grants. Evaluate applications and make award recommendations at the January 2019 Commission meeting.
 - b. GOAL: Review and comment on natural resource management projects at the County Parks, including appointing an ad hoc committee to suggest new projects.
 - c. GOAL: Review and provide input on the proposals in the 2003 Park and Recreation Element, to help staff prioritize which ones are still relevant and should be pursued.
 - d. GOAL: Review with staff the alternative revenue sources (e.g., concessions, vendors, grants, etc.) that County Parks is using, and provide input.
 - e. GOAL: Review and provide input on projects in the park Master Plans or other planning documents, to help staff prioritize which ones are still relevant and should be pursued.
 - f. GOAL: Serve in an advisory role involved in the process of creating a dependent Parks and Open Space District plan.
11. Briefly outline accomplishments for the current reporting period (October 2017 – September 2018), and how those accomplishments were shared with other agencies.

On March 8, 2018 the Parks and Recreation Commission recommended the award of nine grant awards for the FY2017-18 Fish and Wildlife Propagation Fund; on May 1, 2018 the Board of Supervisors followed the recommendation and approved nine grant awards.

On April 12, 2018 the Parks and Recreation Commission received and approved a recommendation for a fee change related to the waste dump station in the campgrounds, this change was adopted by the Board of Supervisors on April 24, 2018.

The Commissioners have continued to represent the County at meetings such as the quarterly Solano State Parks Committee, and special events such as The Visions of the Wild event in Vallejo, and the Solano Land Trust Expert Advisory Panel Community Input Project.

ADDITIONAL INFORMATION

12. Please add any additional comments. Comments should be 150 words or less. None.

**Park and Recreation Commission
Attendance Record
October 1, 2017 through September 30, 2018**

Committee Position	Member	Term of Office	11/9/2017	1/4/2018	3/8/2018	4/12/2018	5/3/2018	7/12/2018	9/13/2018
District 1 Representative	Robin Leong	Expires Jan. 1, 2021	X	X	X	X	C a n c e l l e d	X	E
District 2 Representative, and Vice Chair	Mike Alvarez	Expires Jan. 1, 2020	X	X	X	X		X	X
District 3 Representative	Michael L. Whited Sr.	Expires Jan. 1, 2020	X	X	X	X		X	X
District 4 Representative	Terry Riddle	Expires Jan. 1, 2020	X	X	X	X		X	A
District 5 Representative and Chair	Steve Hermsmeyer	Expires Jan. 1, 2021	X	E	X	E		E	E

Date of Brown Act Training and/or Review	Date of Last AB 1234 Training	Received Copy of Principles and Policies
11/8/2017	11/8/2017	Yes
11/7/2017	11/7/2017	Yes
10/25/2017	10/25/2017	Yes
3/21/2017	3/21/2017	Yes
2/26/2016	2/26/2016	Yes

Minutes sent to BOS			Y	Y	Y	Y		Y	N
Minutes sent to CAO			Y	Y	Y	Y		Y	N
Quorum Present *	3 Commission members		Y	Y	Y	Y		Y	N

X = PRESENT
A = ABSENT
E = EXCUSED
Y = YES
N = NO

Agenda Posting Locations:
Posted at entrance to County Administrative
Center, 675 Texas Street, Fairfield. Also posted
on County website and distributed via email.

Brown Act Training is required within one year of appointment and reviewed every two years thereafter.

AB1234 is required within one year of appointment and renewed every two years thereafter. Renewal trainings satisfy the above Brown Act review requirements.

BY-LAWS FOR THE SOLANO COUNTY PARK AND RECREATION COMMISSION

ARTICLE I – NAME

SECTION 1 – The name of this Commission is: The Solano County Park and Recreation Commission.

ARTICLE II – PURPOSE

SECTION 1 – The purpose of the Solano County Park and Recreation Commission is:

- A. To act as a resource agency and advisory body to the Board of Supervisors in matters regarding Park and Recreation needs in Solano County as well as the protection and propagation of fish and game.
- B. To act in an advisory capacity to the Board of Supervisors and Planning Commission on park and recreation needs as may apply to the Solano County Code, Chapter 26, Subdivisions and California Government Code, section 66477.
- C. To promote the use of park and recreation facilities and the protection and propagation of fish and game for the education, pleasure, and welfare of the Solano County residents and visitors.
- D. To make specific recommendations on all matters pertaining to regional parks in or adjacent to Solano County.
- E. To review and make recommendations to the Board of Supervisors concerning the role of Solano County on all proposed buffer zones, open spaces and greenbelts.
- F. To review and evaluate implementation of the Park and Recreation Element of the Solano County General Plan and make recommendations and modifications as needed, in conjunction with all related documentation to the Board of Supervisors.
- G. To provide appropriate and timely review, comment and recommendations to the Board of Supervisors on environmental impact reports, environmental impact statements, and other such reports, studies and findings as may have an effect on the recreational facilities, either existing or proposed, of Solano County Regional Parks.
- H. To conduct an annual grant award process for disbursement of Fish and Wildlife Propagation Funds, contained and designated in a separate and exclusive budget pursuant to section 13103 of the Fish and Game Code, and make recommendations to the Board of Supervisors for approval of recommended awards.

ARTICLE III – MEMBERSHIP

SECTION 1 – The Commission shall consist of five (5) members; one (1) member appointed by each County Supervisor.

SECTION 2 – Members shall be prohibited from discussing and voting on Fish and

Wildlife Propagation Grant proposals submitted by agencies or organizations of which they are members.

Members must comply with all applicable conflict of interest laws.

SECTION 3 – A Commission member may be replaced by the Board of Supervisors when two unexcused absences occur from Regular meetings in each calendar year.

ARTICLE IV – OFFICERS

SECTION 1 – Officers of the Commission shall consist of a Chair and Vice Chair, who shall be elected by the Commission members. The Secretary shall be the Parks Manager or a duly authorized representative.

SECTION 2 – Nomination and election of officers shall be held at the first meeting of the calendar year and may be held at other times as vacancies occur after giving members fourteen (14) day notice.

SECTION 3 – The Chair and Vice Chair shall take office immediately after election.

SECTION 4 – Duties of officers shall be as follows:

A. Chair - shall preside over all meetings of the Commission and appoint special committees, the Chairs of those committees and set the duration and tasks of those committees as special advisory needs of the Commission may arise and require such support.

B. Vice Chair - shall perform the duties of the Chair during absence of Chair.

C. Secretary - shall keep and attest to records of the proceedings of the Commission.

ARTICLE V – MEETINGS

SECTION 1 – Regular or special meetings of the Commission shall be held at a time and place designated by the Chair or Secretary. Regular meetings shall be held at 10:00 A.M. on the second Thursday in January, March, May, July, September, and November of each year unless otherwise scheduled by the Chair.

SECTION 2 – A quorum shall consist of three (3) members.

SECTION 3 – Meetings shall be conducted according to the Roberts Rules of Order wherever these By-Laws or applicable Codes do not provide guidance otherwise. All “meetings” of the Commission members are subject to the Ralph M. Brown Act, California Government Code section 54950 et. seq.

ARTICLE VI –TERMS OF COMMISSION MEMBERSHIP

SECTION 1 – The standard term of appointment for a Commission member shall be for four (4) calendar years starting on January 1st after the date of confirmed appointment. Any extra days or months during the portion of the year leading up to the initial January 1st shall be added on to the full four (4) year term of the new

appointee.

SECTION 2 – So as to stagger the terms of appointment, at the first regular meeting of the Commission following approval of these By-Laws by the Board of Supervisors, the then existing members shall draw lots to determine terms of appointment. Two (2) Commission members shall have a term of three (3) years, once only. The remaining three (3) Commission members shall have four (4) year terms. The Commission seats with three (3) year terms will convert to standard four year terms upon expiration of the first three (3) year terms, thus allowing continued staggered terms.

SECTION 3 – Any member may apply to their Supervisor for reappointment at the end of their term.

ARTICLE VII -AMENDMENTS TO BY-LAWS

Changes or amendments to these By-Laws may be recommended to the Board of Supervisors only at a regular meeting of the Commission and by two-thirds vote of the members present.

-END-

Approved: March 17, 1981
Revised: August 23, 2005
November 25, 2014



SOLANO COUNTY BOARD OF SUPERVISORS ADVISORY BOARD/COMMISSION REVIEW SHEET

Date: October 23, 2018

Name of Advisory Board: Senior Coalition of Solano County

Name of person completing review sheet: Deloris Roach, Senior Coalition Coordinator

Name and Department of County Contact/Staff assigned to Board: Joyce Goodwin, Health Services Administrator, Older & Disabled Adult Services, Health & Social Services

PURPOSE

1. What is the purpose of the advisory board? The purpose of the Coalition is to:
 - Provide a forum for interagency cooperation and coordination of efforts designed to improve and enrich the lives of seniors;
 - Promote public awareness of the issues affecting seniors and the resources available;
 - Recommend improvements in services affecting seniors;
Encourage and facilitate community support for seniors;
 - Establish priorities to facilitate better integration of senior services within Solano County; and
 - Provide advice and recommendations to the Board of Supervisors regarding the adoption and implementation of Board policies and actions that may be necessary to accomplish the Coalition's purposes.
2. Does the board/commission have a mission statement? Yes, see below.
The mission of the Senior Coalition is to advocate for and support efforts that improve and enrich the lives of seniors living and working in Solano County.
3. Please provide the most recent copy of board/commission's bylaws and include the date they were approved by the Board of Supervisors.

See attached. Approved May 26, 2009.
4. Please reference how, why and when the board/commission was created.

The Senior Coalition was established in May 2006 when a gap in addressing senior issues was noticed. Interested community members and senior service providers work together to advise the County Board of Supervisors on senior issues. There is no other group that serves the same function as the Senior Coalition in Solano County.

MEETING SCHEDULE

5. How often does the advisory board meet?

Monthly, with the exception of January and July of each year. (Note: the Executive Committee also meets once a month and may, when necessary, hold special meetings, including during the months of January and July.)

6. Does the board/commission adopt an annual work plan? If so, please provide a copy, and include the County staff involved? If there is no work plan, explain why there isn't one?

The Coalition uses its Strategic Plan as its work plan. The FY 2017 - 2018 plan had as its priorities addressing senior poverty, elder abuse/neglect and affordable/accessible housing for seniors.

Activities and strategies included launching a pilot project to assist seniors in finding needed resources (Bridging Opportunities and use of the Network of Care website). It also called for partnerships and programs to create elder abuse awareness and prevent scams against seniors. Raising awareness around senior issues such as falls prevention and the celebration and purposes for Older America Month, and increasing the use of social media platforms was also included.

Included, too, was a call for building partnerships with cities and providing at least two presentations to community or civic groups on senior issues. Please see plan attached for more information.

7. Please attach membership list and attendance records for October 2017 through September 2018 or since the last reporting period. (Refer to sample attendance record)

See attached.

BROWN ACT REQUIREMENTS

8. Please answer the following related to the Advisory Board Principles and Policies. If you answered "no" to any of the questions below, please explain:

A. Was a quorum present at each meeting? No, the June 1, 2018 meeting did not have a quorum.

B. Did each new member receive training and written guidelines on the Brown Act? There are no official new members because members who have been approved by the Coalition have not yet been approved by the Board of Supervisors. However, those who have been approved by the Coalition will receive training during a session planned for the entire membership in February 2019.

C. Did existing members receive a review of the Brown Act? Yes. The Senior Coalition reviews the Brown Act every other year in accordance with Policy 5-B of the BOS Principles and Policies document, "Advisory boards shall review the Brown Act requirements every two years". The last review was conducted in May 2017 and a refresher session is planned for February 2019.

- D. Were agendas posted and minutes taken in accordance with the Brown Act and the Advisory Board Principles and Policies?

Yes.

OBJECTIVES AND ACCOMPLISHMENTS

9. List primary goals and objectives from the last reporting period and note if they were met.

Goals and objectives for the 2016-2017 period, according to records on file, were associated with:

- training trainers for Savvy Saving Seniors;
- holding Cover Your Assess events;
- launching Bridging Opportunities in Rio Vista;
- presenting mini-medical school events;
- recognizing Older American Month;
- conducting the Centenarian Commemoration; and
- outreach and engagement with community groups.

The listed goals and objectives were met and accomplishments were reported as working with partners such as Brookdale Senior Living, Kaiser, NorthBay and the Salvation Army Kroc Center to plan, present and support events, including the mini-medical school mentioned previously. Partnerships were also formed with Congressman John Garamendi and California Assembly and Senate members Bill Dodd and Jim Frazier to host events that addressed issues important to seniors.

The Coalition also worked with the District Attorney's Office and the Family Justice Center to conduct the Annual Elder Abuse Prevention Forum. It partnered, too, with Faith In Action to have the organization act as its fiscal agent.

10. List primary goals and objectives for the current reporting period.

Primary goals and objectives for the current reporting period (October 2017 - September 2018) were:

- Hiring and orienting a new coordinator.
- Continuing to work on priorities listed in the 2017-2018 Strategic Plan to address senior poverty; elder abuse awareness and affordable housing.
- Updating/developing a new Strategic Plan for 2018-2020.
- Holding one public education forum.
- Raising awareness around senior issues, particularly fall prevention, Older American Month and World Elder Abuse Awareness Week.
- Planning and staffing the 12th Annual Centenarian Commemoration.

- Updating social media platforms - website maintenance and creation of a new Facebook page.
 - Supporting the Coalition's numerous committees (legislation; elder abuse and neglect; Bridging Opportunities presentations; events, marketing, poverty strategies; affordable housing; engagement/isolation; Savvy Saving Seniors, and the Centenarian planning committee).
 - Outreach to diverse communities.
 - Distribution of information for partner agencies.
 - Building partnerships with cities through the cities' appointed representatives on the Coalition and,
 - Providing two presentations on senior issues.
11. Briefly outline accomplishments for the current reporting period (October 2017 – September 2018), and how those accomplishments were shared with other agencies.

Accomplishments for the current reporting period (October 2017 - September 2018) include:

- Hired a new coordinator November 7, 2017.
- Developed and presented two workshops (April and May) and conducted a survey among Coalition members and partners on senior issues to inform the creation of the Coalition's Strategic Plan for FY 2018 - FY 2020. Plan includes new committees to address four priorities: poverty issues; elder abuse awareness; affordable housing and senior isolation/engagement issues.
- Partnered with State Senator Bill Dodd and Supervisor John Vasquez to plan, promote and conduct a very successful educational forum on disaster preparedness for seniors (May 19th) where more than 130 people, presenters, and information booth vendors participated. Worked with multiple Coalition members and partners and city and county agencies, including the county office of emergency services; the Sheriff's Department, representatives from the Vallejo Fire Department, Cal Fire and the City of Napa Fire Chief; the American Red Cross; the Fairfield Fire Department; Coalition city representatives from Fairfield, Rio Vista, Benicia and Suisun City; AMR Ambulance; Paradise Valley Estates; Apex Care; Your Home Senior Care Services; Faith In Action and the Salvation Army. Sponsors included Wal-mart (from Dixon), Rockville Terrace Senior Living and Dutch Brothers Coffee. Press coverage of the event included eight news articles in local and regional media.
- Planned, promoted and staffed the 12th Annual Centenarian Commemoration (September 25) where 41 Centenarians were honored. Worked with county health department representatives and staff from Supervisor Vasquez's office and the County Administrator's Office. The Coalition planning committee included representation from the California Senior Legislature, Yolo Hospice, Suisun City Senior Center, and Winter's Elder Day recognition program. Also got assistance from county library staff. Sponsors for the event included Rockville Terrace Senior Living, Paramount House Senior Living; Brookdale; Cornerstone Senior Living; Vacaville Convalescent and Rehab Center; Fairfield Post-Acute Rehab; and Comfort Keepers Senior Care Providers. Media coverage of the event included local and regional print and broadcast media (FOX 40 news).
- Worked with all of the represented member agencies on the Coalition to create additional committees for FY 2018 - FY 2020, including ones for legislation, events and marketing and a Bridging Opportunities Planning Committee; and re-instituted the membership committee.
- Began a study on affordable housing needs and opportunities for seniors, including shared housing.

- Voted to support two pieces of state legislation that passed and was signed by the Governor - AB 3200 (reinstates benefits for seniors and the disabled that were lost during the 2008 recession) and SB 1152 (requires hospitals to have a plan for the discharge of homeless patients).
- Developed a new legislation review and support flow chart that demonstrates how a bill moves from the Coalition's Legislative Committee to the Coalition and ultimately to the Board of Supervisors for consideration.
- Trained four new trainers for the Savvy Saving Seniors program and held sessions in Suisun City, Vacaville and Fairfield where a total of 30 seniors were trained in money management, scam avoidance, and how to locate needed resources.
- Created a new Senior Coalition Facebook page and is preparing to buy a new URL and create a new website.
- Held meetings/conversations with the mayors of Suisun City (regarding Bridging Opportunities) and the City of Vallejo (regarding outreach for the disaster preparedness event and Vallejo's support for the Coalition, asking that a representative be appointed; and a new representative for the City of Vallejo was appointed).
- Provided information to cities (Fairfield, Vacaville, Suisun City, Rio Vista, Dixon, Vallejo) through the Coalition's city representatives and city staff to promote the May 19th disaster preparedness forum and Centenarian ceremony.
- Presented before the Senior Poverty Working Group on next steps for Bridging Opportunities and before the Vacaville Senior Club on the Coalition's mission, strategic plan, and accomplishments, and to promote the Centenarian Commemoration event. Additional presentations to civic and community groups are planned.
- Met with Imam Faridbeg Mirza, religious director of the Islamic Center of Fairfield (the largest mosque in the city) to discuss his and his members' possible involvement with the Coalition. And, conducted outreach to organizations and community members through participation as a vendor at the Vacaville Reporter's Celebrate Seniors event; the Suisun City Senior Center's Seniors Health and Resources Fair and the Solano County District Attorney Office's 3rd Annual Elder Abuse Forum.

Ancillary Infrastructure Accomplishments

- Created a new public information membership roster.
- Recruited three new members.
- Held/staffed 21 meetings - 10 general Coalition meetings and 11 Executive Committee meetings.
- Adopted a change to Coalition Bylaws Article VIII that codifies the County's current staffing practice for the Coalition. (Amendment is not yet approved by the Board of Supervisors.)
- Created a new publicity plan for the Coalition that the Executive Committee will begin using in November 2018.
- Received reports from its fiscal agent that showed a year-end balance for the FY 2017 - 2018 year to be just over \$5000.

- Adopted a FY 2018-2019 operations budget.
- Submitted a Board of Supervisors' agenda request item supporting appointment and/or reappointment of 11 Coalition members.

ADDITIONAL INFORMATION

12. Please add any additional comments. Comments should be 150 words or less.

The Senior Coalition of Solano County is a unique collaboration of senior residents, civic and government organizations and providers of senior services. It is unlike any group in the county and much of California. The value of the group will only grow as the county's senior population continues to increase and the need for innovative, creative responses to associated problems rises. Members come from a broad range of backgrounds and agencies - everything from law to medicine, faith and recreation organizations, and housing services. They are looking forward to using their vast mix of experience and expertise to help the Coalition meet its mission.

ATTACHMENTS

Bylaws

Strategic Plan FY 2017 - 2018

Membership Roster as of September 30, 2018

Annual Member Attendance Record

BYLAWS OF THE SENIOR COALITION OF SOLANO COUNTY

ARTICLE I - NAME

The name of this body shall be the Senior Coalition of Solano County (Coalition). The Coalition is an Advisory Board to the Solano County Board of Supervisors (“Board of Supervisors”) and is governed by the County Charter and the Board of Supervisors Advisory Board Principles and Policies (“Principles and Policies”), adopted by the Board of Supervisors on June 7, 2005.

ARTICLE II – MISSION, VISION and VALUES

The mission of the Coalition is to advocate for and support efforts that improve and enrich the lives of seniors living and working in Solano County. The vision of the Coalition is that Solano County is a place where seniors are healthy, safe and secure; share their skills and experience; and are valued and celebrated for their wisdom and contributions. The values of the Coalition are Inclusion, Wellness, Respect, Safety and Leadership. The values are defined as:

- **Inclusion:** The Coalition reflects the rich ethnic, cultural, and religious diversity of Solano County without regard to sexual orientation.
- **Wellness:** The Coalition promotes the physical and mental health efforts that lead to self-sufficiency and the personal well-being of seniors.
- **Respect:** The Coalition ensures its efforts value the personal dignity of seniors.
- **Safety:** The Coalition brings together and successfully engages people and organizations who impact the quality of life for seniors.
- **Leadership:** The Coalition provides guidance and recommendations on senior issues to the Board of Supervisors.

ARTICLE III - PURPOSE

A. The purpose of the Coalition is to:

1. Provide advice and recommendations to the Board of Supervisors regarding the adoption and implementation of Board policies and actions that may be necessary in order to accomplish the Coalition’s purposes;
2. Provide a forum for interagency cooperation and coordination of efforts designed to improve and enrich the lives of seniors;
3. Promote public awareness of the issues affecting seniors and the resources available;
4. Recommend improvements in services affecting seniors;

5. Encourage and facilitate community support for seniors; and
6. Establish priorities in order to facilitate better integration of senior services within Solano County.

ARTICLE IV - MEMBERSHIP

A. The Coalition shall consist of up to twenty-seven (27) members. The Board of Supervisors shall appoint 20 members of the Coalition. Each of the seven cities within Solano County shall appoint one member to the Coalition. The members shall consist of representatives from the agencies and/or groups listed below. Concerted efforts will be made to ensure that there is at least one representative from each of the categories. Terms are for two years. Members must live or work in Solano County.

1. **Solano County Board of Supervisors representatives (5):** Representatives shall be directly appointed by members of the Board of Supervisors with one (1) representative from each Supervisorial District.
2. **City Appointed Representatives (7):** Representatives shall be directly appointed by the respective cities of Vallejo, Benicia, Dixon, Rio Vista, Fairfield, Suisun City and Vacaville.
3. **Legal and Law Enforcement:** The representation in this category is encouraged to include, but is not limited to, those individuals involved in the enforcement and prosecution of senior-specific crimes and legal professionals facing the senior community.
4. **Community Based Organizations:** The representation from these organizations shall reflect non-profits, for-profits, and faith-based organizations that provide services to the senior community. Efforts shall be made to include representatives from veteran's services, housing, transportation, elder abuse prevention and intervention, senior centers, and organizations serving underrepresented groups.
5. **Health, Mental Health, and Medical:** The representation of this category is encouraged to include, but is not limited to, those individuals involved in providing medical care or care facilities that provide services to seniors, such as skilled nursing providers, hospital administration and direct health care providers.
6. **Seniors:** Individuals in this category must be at least age 55 and have an active interest in and wish to be active participants in the Coalition.

B. Representatives from Solano County departments, such as Health and Social Services, District Attorney, Sheriff, and Office of Family Violence and Prevention are encouraged to participate in an advisory role to the Coalition.

C. Other interested community members can serve as partners of the Senior Coalition. Although partners of the Senior Coalition may participate in Senior Coalition activities, they may not vote on matters brought before the Senior Coalition.

ARTICLE V – VACANCIES & RESIGNATIONS

- A. Upon a member's absence from any three consecutive general membership meetings or four general membership meetings in a one-year period, the member is subject to removal from the Coalition at the discretion of the Executive Committee. The one-year period begins July 1st and ends June 30th. A leave of absence will be considered by the Executive Committee under extenuating circumstances. The Coalition will keep the Board of Supervisors apprised of any absenteeism issues.
- B. The Board of Supervisors shall appoint members to fill vacancies as they occur. The Coalition may make recommendations for members to fill such vacancies.
- C. Attendance at all meetings is recorded on a sign-in sheet. Members are responsible for signing the attendance sheet.
- D. A resignation of a member from the Coalition shall be in writing.

ARTICLE VI - CONSENSUS AND VOTING REQUIREMENTS

- A. Under the Brown Act, a majority vote of a quorum is required to take any action. Each member has one vote, shall disclose any conflict of interest and recuse themselves from voting on any matter in which they have a disqualifying conflict of interest under applicable law.
- B. A quorum is necessary to conduct business and make recommendations. A quorum shall consist of a majority of the seated members.
- C. In the event of a tie vote, the Chairperson may cast the deciding vote. If the Chair chooses to abstain, the Chair may direct that the item be brought *back for reconsideration at the next meeting of the Coalition*.
- D. Members may, at any point in a meeting, decide to make decisions on a unanimous consent basis. If there is any objection, regular voting procedures under Robert's Rules of Order may apply if not in conflict with the Brown Act.

ARTICLE VII - MEETINGS

- A. Meetings of the Coalition shall be held on the first Friday of each month from 12:00 noon to 2:00 p.m. with the exception of July and January, or when the meeting overlaps with a holiday
- B. All meetings of the Coalition are subject to the provisions of the Ralph M. Brown Act and shall be open and public, with minutes recorded and an agenda posted. All interested persons shall be permitted to attend such meetings. Time shall be set aside for limited public comment on items not on the posted agenda, and the public shall be given an opportunity to make limited comment on all agenda items.
- C. Written notice of each regular meeting of the Coalition, specifying the time, place, and agenda items, shall be sent to each member not less than 72 hours prior to the meeting according to the Brown Act.

ARTICLE VIII - STAFFING

The Solano County Department of Health and Social Services will provide the Coalition with staff support. Staff will assist the Coalition and provide secretarial and other functions as required including maintaining the bylaws, correspondence, meeting attendance sign-in sheets and posting meeting agendas.

ARTICLE IX - OFFICERS

- A. The officers of the Coalition shall be the Chair and Vice Chair and Secretary/Treasurer.
- B. The Coalition shall elect from its members, at its regular meeting in March of each year, a Chair, a Vice Chair, and a Secretary/Treasurer. The Chair, Vice Chair and Secretary/Treasurer should not serve more than two consecutive one-year terms. The newly elected officers shall take office upon election. A vacancy in either position shall be promptly filled by the Coalition, and such replacement officer shall serve out the remainder of the term.
- C. It shall be the duty of the Chair to preside over all meetings of the Coalition, to vet and approve chairpersons of any standing or ad hoc committees, and to exercise such other powers and perform such other duties as prescribed by the Coalition.
- D. It shall be the duty of the Vice Chair to assist the Chair in the execution of that office, to preside at meetings in the event of the absence of the chair, and to exercise such other powers and to perform such other duties as may be delegated by the Chair or as may be prescribed by the Coalition. The Secretary shall maintain the Coalition's minutes.

ARTICLE X - COMMITTEES

- A. There shall be an Executive Committee, consisting of the Chair, the Vice Chair, the Secretary/Treasurer and at least two additional members of the Coalition. The additional members shall be elected by the general membership at the March meeting along with the officers. The Chair of the Coalition shall facilitate meetings of the Executive Committee.
- B. The purpose of the Executive Committee shall be to advise and assist the membership in attaining the purpose set forth in Article III of these bylaws. The Executive Committee may perform all administrative duties necessary for the efficient operation of the Coalition as a whole.
- C. The Coalition may form standing or ad-hoc committees when it appears necessary. Committee meetings shall be called by the chairperson of such committee or by the Chair of the Coalition. These committees may consist of but not be limited to membership, public education and legislation.
- D. The Coalition should call ad hoc meetings with the Senior Issues Committee, as the Coalition's oversight committee, as necessary, to discuss and evaluate Coalition-recommended policies before taking them to the full Board of Supervisors.

ARTICLE XI - AMENDMENTS

These bylaws may be amended by a majority vote of a quorum of the Coalition at any regular or called meeting provided that written notice of the amendment shall have been submitted to each Coalition member at least 72 hours prior to the meeting. Subsequent to Coalition action, the amendment must be approved by the Solano County Board of Supervisors.

ARTICLE XII - ANNUAL REPORTS

The Coalition shall make an annual report to the Solano County Board of Supervisors no later than one hundred twenty (120) days after the close of the fiscal year as part of the annual goals and accomplishments of

appointed advisory boards agenda item that is prepared for the Board in November of each year for the 12-month period ending September 30th.

SENIOR COALITION OF SOLANO COUNTY
Strategic Plan Goals and Activities/Initiatives for FY 2017-2018

Strategic Priorities

1. Senior Poverty
2. Elder Abuse/Neglect
3. Affordable/Accessible Housing

Activities and Initiatives

Centenarian Commemoration

Senior Poverty

- Bridging Opportunities Initiative with Cities
- Savvy Saving Seniors Trainings
- Network of Care

Elder Abuse and Neglect

- Cover Your Assets
- Awareness Month, WEEAD
- Partner with Solano Partnership Against Violence (SPAV)
- Partner with Real Estate Fraud Advisory Team

Public Education

- One educational event/forum in March

Raise Awareness

- Fall Prevention Week
- Older Worker's Week
- May as Older American's Month
- Manage social media – website and Facebook for Senior Coalition
- Distribute information and flyers for partner agencies

Committees

- Legislative Committee
- Elder Abuse and Neglect Committee
- Savvy Saving Seniors Committee
- Senior Poverty Working Group
- Executive Committee
- Bridging Opportunities City Presentation Committee
- Event Committee – ad hoc as needed
- Marketing/Publicity Committee

Partnerships

- Build partnerships with cities (city representatives)

Presentations

- Provide at least two (2) presentations on senior issues

Approved April 7, 2017

Solano County Senior Coalition Membership Roster as of September 30 2018

(14 Voting Members)

<u>Category of Membership</u>	<u>Member</u>
District 1 Representative (Sup. Hannigan)	VACANT
District 2 Representative (Sup. Brown)	Steve Sillen
District 3 Representative (Sup. Spering)	VACANT
District 4 Representative (Sup. Vasquez)	VACANT
District 5 Representative (Sup. Thomson)	VACANT
City of Benicia Representative	VACANT
City of Dixon Representative	VACANT
City of Fairfield Representative	Rose Mary Lewis
City of Rio Vista Representative	Judy Calpo
City of Suisun Representative	Wanda Wallis
City of Vacaville Representative	VACANT
City of Vallejo Representative	Brenda Crawford

Legal, Law, Community Organizations, Health, Medical and Seniors Categories

Faith Based Organization	(Faith In Action)	The Rev. Robert T. Fuentes
For Profit Organization	(Paradise Valley)	Linda Johnson
Health/Medical		VACANT
Housing (senior housing)		Jenalee Dawson
Law Enforcement/Legal (Legal Services of Northern California)		Lauren Carden
Law Enforcement/Legal/Health Medical		VACANT
Law/Legal California Senior Legislator		VACANT
Non-Profit		VACANT
Non-Profit Organization	(Yolo Hospice)	Louise Joyce
Non-Profit/Senior Center (Suisun)		Karen Mickens
Senior		VACANT
Senior		Wallace Pearce
Senior		Laverne Appleby-Stewart
Senior		VACANT
Transportation (STA)		Debbie McQuilken

Senior Coalition of Solano County Advisory Board
Attendance Record
 October 1, 2017 through September 30, 2018

Notes:
 **Brown Act Training set for February 2019
 *AB1234 Training will start Dec 2018.

Committee Position (List all committee positions)	Member (List names or Vacant)	Term of Office (List term or term expiration date) <i>Note:</i> expiration dates listed.	October	November	December	January	February	March	April	May	June	July	August	September	Date of Last Brown Act Training and/or Review **	Date of Last AB 1234 Training *	Received Copy of BOS Principles and Policies
District 1 Representative	VACANT		N/A	N/A	N/A	N/A						N/A					
District 2 Representative	Steve Sillen Sup Brown Rep	Sep-19	X	X	X	N/A	X	A	X	X	A	N/A	X	X	TBD	TBD	Y
District 3 Representative	VACANT	N/A	N/A	N/A	N/A	N/A						N/A	N/A	N/A			
District 4 Representative	Tracee Stacy Sup Vasquez Rep	Jan-17	A	A	A	N/A	X	X	X	A	NOT REAPPOINTED		N/A	N/A	N/A	N/A	N/A
District 5 Representative	Marjorie Litsinger Sup Thon	May-19	X	X	X	N/A	X	X	X	X	RESIGNED	N/A	N/A	N/A	N/A	N/A	N/A
City of Vacaville	Noel Vargas Vaca Rep	Feb-17	A	A	X	N/A	A	A	A	A	RESIGNED	N/A	N/A	N/A	N/A	N/A	N/A
City of Dixon	VACANT		N/A	N/A	N/A	N/A						N/A	N/A	N/A			
City of Fairfield	Rose Mary Lewis FF Rep	10/25/2020 (appointed 10/25/18)	N/A	X	X		A	X	X	X	X	N/A	X	X	TBD	TBD	Y
City of Suisun	Wanda Wallis Suisun Rep	May-17	A	X	A	N/A	X	X	X	A	A	N/A	A	A	TBD	TBD	Y
City of Vallejo	Brenda CrawfordVallejo Rep	Api - 20	N/A	N/A	N/A	N/A	N/A	N/A	N/A	X	APPOINTED 4/10/18		A	A	TBD	TBD	N/A
City of Benicia	Dale Alexander Benicia Rep	Mar-17	X	A	X	N/A	X	X	X	A	RESIGNED	N/A	N/A	N/A	5/5/17	N/A	N/A
City of Rio Vista	Judy Calpo Rio Vista Rep	Api -19	X	X	X	N/A	X	X	X	X	X		X	X	5/5/17	TBD	Y
For-Profit	Linda Johnson	Jun-19	X	X	X	N/A	A	X	X	X	A	N/A	A	A	TBD	TBD	Y
Non-Profit	Louise Joyce	Mar-19	A	X	A	N/A	A	A	A	A	X	N/A	X	A	5/5/17	TBD	Y
Housing	Jenalee Dawson	Jun-18	X	X	X	N/A	X	X	X	X	X	N/A	X	X	5/5/17	TBD	Y
Non-Profit	Leanne Martinsen	Jun-18	A	X	X	RESIGNED					N/A	N/A	N/A	N/A	5/5/17	N/A	N/A
Faith-Based	Robert Fuentes	Jun-18	X	X	X	N/A	X	X	X	X	X	N/A	X	X	5/5/17	TBD	Y
Transportation	Debbie McQuilken	Feb-19	X	A	X	N/A						N/A			5/5/17	TBD	Y
Health/Medical	VACANT	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A			
Senior	Laverne Appleby-Stewart	Apr-18	X	X	A	N/A	X	X	X	X	A	N/A	A	X	5/5/17	TBD	Y
Senior	Barbara Ewing	Apr-18	X	X	X	N/A	X	X	RESIGNED	N/A	N/A	N/A	N/A	N/A	5/5/17	N/A	N/A
Senior	Wallace Pearce	Mar-19	X	X	X	N/A	X	X	X	X	A	N/A	X	A	TBD	TBD	Y
Senior	VACANT	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A			
Law/Legal California Senior Legislator	VACANT	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A			
Law Enforcement/Legal	Lauren Carden	Feb-19	X	A	X	N/A	X	X	X	X	A	N/A	A	X	5/5/17	TBD	Y
Non-Profit/Senior Center	Karen Mickens	Jun-18	X	A	A	N/A	X	A	X	A	A	N/A	A	X	TBD	TBD	Y
Law Enforcement/Legal/Health Medical	Chuck Timm	Apr-18	A	X	A	N/A	A	X	A	A	RESIGNED	N/A	N/A	N/A	N/A	N/A	N/A

Minutes sent to BOS		Y	Y	Y		Y	Y	Y	Y	Y	Y	Y	Y	Y
Minutes sent to CAO		Y	Y	Y		Y	Y	Y	Y	Y	Y	Y	Y	Y
Quorum Present *	* 51% of filled positions	Y	Y	Y		Y	Y	Y	Y	Y	N	Y	Y	Y

X = PRESENT
 A = ABSENT
 Y = YES
 N = NO

Agenda Posting Locations: (State where agendas are posted)	YES NO	County Administration Center Bulletin Board HSS (275 Beck Street) Bulletin Board
		Brown Act Training is required within one year of appointment and reviewed every two years thereafter.
		AB1234 is required within one year of appointment and renewed every two years thereafter. Renewal trainings satisfy the above Brown Act review requirements.

Quorum Present (* Define what a quorum is)
 Example: 51% of filled positions, 5 members per bylaws, etc.



SOLANO COUNTY BOARD OF SUPERVISORS ADVISORY BOARD/COMMISSION REVIEW SHEET

Date: October 31, 2018

Name of Advisory Board: Solano Commission for Women and Girls

Name of person completing review sheet: Michelle Heppner

Name and Department of County Contact/Staff assigned to Board:

Michelle Heppner, Solano County Administrator's Office, 784-3002,
MHeppner@SolanoCounty.com

PURPOSE

(1) What is the purpose of the advisory board?

The Solano Commission for Women and Girls shall provide community education, and advisement to the Solano County Board of Supervisors, and other entities as necessary, on issues relating to the changing social and economic conditions of women and girls in the county. The Commission will increase awareness of women's issues, celebrate the achievements of local deserving women, champion opportunities for women and girls, and recommend legislative solutions at the city, county, state and federal level. Areas of focus will include, but not be limited to: socio-economic conditions, workplace issues, social treatment of gender issues, and health and safety for women and girls.

(2) Does the board/commission have a mission statement? If so, please provide.

The mission of the Solano Commission for Women and Girls is to: Improve the economic status, health and social welfare, and overall quality of life for women and girls in Solano County.

(3) Please provide the most recent copy of board/commission's bylaws and include the date they were approved by the Board of Supervisors.

This commission held its first meeting on October 17, 2018. Attached is an interim copy of the commission's bylaws, submitted by the Formation Committee on August 14, 2018, which have not yet been approved by the Board of Supervisors. It is anticipated that the Commission will be ready to bring the bylaws for the Board's approval on December 11th.

(4) Please reference how, why and when the board/commission was created.

The Solano County Board of Supervisors adopted a resolution on April 24, 2018 establishing the Solano Commission for Women and Girls. Commissioners will work together to increase awareness of women's issues, celebrate achievements of local deserving women, champion opportunities for women and girls and recommend legislative solutions at the city, county, state and federal levels.

MEETING SCHEDULE

(1) How often does the advisory board meet?

Monthly.

(2) Does the board/commission adopt an annual work plan? If so, please provide a copy, and include the County staff involved? If there is no work plan, please explain.

The Solano County Commission for Women and Girls have only met once on October 17, 2018. The commissioners are still working on an annual work plan.

(3) Please attach membership list and attendance records for October 2017 through September 2018 or since the last reporting period.

Please see attached Excel Spreadsheet.

BROWN ACT REQUIREMENTS

Please answer the following related to the Advisory Board Principles and Policies. If you answered "no" to any of the questions below, please explain:

(1) Was a quorum present at each meeting?

Yes.

(2) Did each new member receive training and written guidelines on the Brown Act?

No. The commission had its first meeting on October 17, 2018. Commissioners have coordinated with Solano County Counsel to receive Brown Act training at a future Commission for Women and Girls meeting within the allotted time frame.

(3) Did existing members receive a review of the Brown Act?

Existing members received a copy of the Brown Act Quick Reference Guide until Brown Act training can be arranged.

(4) Were agendas posted and minutes taken in accordance with the Brown Act and the Advisory

Yes.

(5) Did existing members receive a copy of the Board of Supervisors' adopted Board Principles and Policies?

Yes.

OBJECTIVES AND ACCOMPLISHMENTS

List primary goals and objectives from the last reporting period and note if they were met.

The commission met for the first time on October 17, 2018.

List primary goals and objectives for the current reporting period.

At their first meeting the Commission for Women and Girls reviewed the purpose, mission and goals for the commission, reviewed training objectives and the bylaws, elected officers, established a marketing and communications committee and review committee for appointing members at large and scheduled future meetings.

Briefly outline accomplishments for the current reporting period (October 2017 – September 2018), and how those accomplishments were shared with other agencies.

The commission met for the first time on October 17, 2018 and therefore is not within the reporting range.

Solano Commission for Women and Girls

Attendance Record

October 2018 through September 2019

Inaugural Meeting-October 17, 2018

Committee Position	Member	Term of Office	10/17/2018	11/15/2018	12/20/2018	TBD	TBD	TBD	TBD	TBD	TBD	July (TBD)	TBD	TBD	TBD	TBD	Date of Brown Act Training and/or Review	Date of Last AB 1234 Training	Received Copy of BOS Principles and Policies
District 1 Representative	Olivia Ruiz	9/11/18 - 9/10/20	X									NO MEETING							Yes
District 2 Representative	Ana Petrero, Secretary	8/7/18 - 8/6/21	X																Yes
District 3 Representative	Stephanie Beardsley	9/11/18 - 9/10/21	X																Yes
District 4 Representative	Jennifer Hamilton	9/11/18 - 9/10/20	X																Yes
District 5 Representative	Laura Petty, Vice-Chair	9/11/18 - 9/10/21	X																Yes
City of Benicia	Gayle Vaughan	10/16/18 - 10/15/20	X																Yes
City of Dixon	Mary Lou Batchelor		X																Yes
City of Fairfield	VACANT		V																
City of Rio Vista	Kay Kelley	8/22/18 - 8/21/21	X																Yes
City of Suisun	VACANT		V																
City of Vacaville	VACANT		V																
City of Vallejo	Elease Cheek	10/9/18 - 10/8/21	X																Yes
Solano County Office of Education	Rochelle Sherlock, Chair	10/10/18 - 10/9/20	X																Yes
Member at Large - Adult	VACANT		V																
Member at Large - Adult	VACANT		V																
Member at Large - Youth	VACANT		V																
Member at Large - Youth	VACANT		V																

Minutes sent to BOS		Y																	
Minutes sent to CAO		Y																	
Quorum Present *	* 51% of filled positions	Y																	

Agenda Posting Locations:		County Administration Center Bulletin Board HSS (275 Beck Street) Bulletin Board
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Brown Act Training is required within one year of appointment and reviewed every two years thereafter.

AB1234 is required within one year of appointment and renewed every two years thereafter. Renewal trainings satisfy the above Brown Act review requirements.

X = PRESENT

A = ABSENT

Y = YES

N = NO

V=Vacant

INTERIM BYLAWS OF THE SOLANO COMMISSION FOR WOMEN AND GIRLS (SCWG)

ARTICLE I – MISSION

The mission of the Solano Commission for Women and Girls is to: Improve the economic status, health and social welfare, and overall quality of life for women and girls in Solano County.

ARTICLE II –PURPOSE

The Solano Commission for Women and Girls shall provide community education, and advisement to the Solano County Board of Supervisors, and other entities as necessary, on issues relating to the changing social and economic conditions of women and girls in the county. The Commission will increase awareness of women's issues, celebrate the achievements of local deserving women, champion opportunities for women and girls, and recommend legislative solutions at the city, county, state and federal level. Areas of focus will include, but not be limited to: socio-economic conditions, workplace issues, social treatment of gender issues, and health and safety for women and girls.

ARTICLE III – GOALS

- 1) Provide a focal point for issues related to women and girls in Solano County
- 2) Educate and advise the Board of Supervisors and the public on issues relating to the changing social and economic conditions of women and girls in the county, with emphasis on the economically disadvantaged
- 3) Legislatively advocate on behalf of women and girls
- 4) Advocate for full equality in all areas of life for women and girls and promote their rights and opportunities
- 5) Organize and co-sponsor conferences, forums, and public hearings which address issues related to women and girls

ARTICLE IV – MEMBERSHIP

Section A: Selection of Members

The Solano Commission for Women and Girls shall be comprised of seventeen (17) members appointed and approved by the Board of Supervisors. The membership shall be selected as follows:

- 1) Each member of the commission shall be a resident of Solano County.

- 2) Each member of the Board of Supervisors shall appoint one (1) Commissioner to represent the five (5) supervisorial districts of the County.
- 3) The Solano County Superintendent of Schools shall appoint (1) Commissioner.
- 4) Each of the seven (7) cities within Solano County (Benicia, Dixon, Fairfield, Rio vista, Suisun, Vacaville, and Vallejo) shall appoint one (1) Commissioner.
- 5) The members of the Commission for Women and Girls shall recommend to the Board of Supervisors two (2) Youth Commissioners (between ages of (14-24) and two (2) At-Large Commissioners for confirmation of appointment.

Section B: Term of Membership

- 1) The terms of office for each commission member shall be three years, and the terms shall be staggered. Nothing herein shall prohibit a person from serving more than one term.
- 2) Each commission member shall remain in office, at the conclusion of that member's term, until a successor member has been selected and installed into office.
- 3) Members shall serve on a voluntary basis and without compensation.

Section C: Recruitment of Commissioners

- 1) In addition to the selection criteria, the Commission shall develop and execute a comprehensive recruitment effort. The Commission is encouraged to continually recruit diverse women living anywhere within Solano County who will contribute positively to the work of the Commission.

Section D: Cause for Removal

- 1) Appointed members: A member appointed by a Solano County Supervisor, the Superintendent of the Solano County Office of Education, or a city, may be removed with or without cause by the appointing body.
- 2) Notification: In the event a commission member discontinues to function in the area from which appointed or fails to attend three commission meetings in a row, a letter will be automatically sent notifying the commission member within 10 days .
- 3) At-large and youth commission members: At-large and youth members may be removed for cause. Cause includes, but is not limited to, malfeasance in office or excessive absences (e.g., absence from any three consecutive general membership meetings or four general membership meetings in a one-year

period), or other circumstances rendering the member unfit for service on the Commission.

- 4) Process: The executive board will review member status and make recommendations to the full body regarding removal of any at-large or youth members for cause at the next regularly scheduled meeting of the full Commission. The appointing body will be notified of the Commission's decision.

Article V - MEETINGS OF THE COMMISSION

Section A: Schedule of Meetings

- 1) A schedule of regular meetings of the Commission shall be established at the first meeting of the year, including the time, dates, and location of the meetings.
- 2) Sub-committee meetings will be scheduled at the call of the Chair of the committee.
- 3) Meetings may be adjourned to a specific place, date, and time by a majority vote.

Section B: Ralph M. Brown

- 1) All meetings of the Commission and its sub-committees are subject to the Ralph M. Brown Act (Government Code section 54950 et seq.).
- 2) The meetings are open to the public and shall be held in accessible, public places.
- 3) Notice and agendas of all regular Commission meetings shall be e-mailed or faxed to Commissioners and posted in a publicly accessible place for a period of 72 hours prior to the meeting. Special meetings require 24-hour notice to Commissioners and posting in a publicly accessible place for 24 hours.

ARTICLE VI - CONSENSUS AND VOTING REQUIREMENTS

- 1) A quorum is necessary to conduct business and make recommendations. A quorum shall consist of a majority (50% plus 1) of the appointed members.
- 2) Each member has one vote. She shall disclose any conflict of interest and recuse herself from voting on any matter in which she may have a disqualifying conflict of interest under applicable law.
- 3) In the event of a tie vote, the Chairperson may cast the deciding vote. If the Chair chooses to abstain, the Chair may direct that the item be brought back for reconsideration at the next Commission meeting.
- 4) In the event that an item comes up, that is not otherwise listed on the agenda, and meets Brown Act requirements for sufficient urgency, then the item can be

added to the agenda with a vote of 2/3 of the full Commission or by unanimous vote if 2/3 of the members are not present.

- 5) Efforts to develop consensus on any item outside of the publicly noticed Commission meeting is strictly prohibited (i.e., emails, phone calls, or in-person meetings such as daisy-chain, hub and spoke, and so forth).
- 6) Members may, at any point in a meeting, decide to make decisions on a unanimous consent basis. If there is any objection, regular voting procedures under Robert's Rules of Order apply.

ARTICLE VII - STAFFING

The County Administrators Office (CAO) shall provide staff support as specified by the Solano County Advisory Board Policies and Principles. Staff support includes reserving meeting rooms, posting agendas, and serving as liaison between the Commission and the County of Solano.

ARTICLE VIII - OFFICERS

Section A: Election and Terms of Officers

- 1) The officers of the Commission shall be a Chair, a Vice-Chair, Past-Chair, a Secretary, and any other officers it deems necessary.
- 2) Officers must be Commission members.
- 3) Officers shall be elected by the Commission membership at the first meeting of each fiscal year.
- 4) The officers shall be elected by written ballot. If there is only one nominee for each office, the ballot may be dispensed with and a verbal vote may be taken.
- 5) Officers shall not serve more than two consecutive one-year terms in any particular office, unless extenuating circumstances, as agreed upon by majority vote, justify a third consecutive one-year term.
- 6) Newly elected officers shall assume their positions immediately following the election, at the same meeting.

Section B: Officer Vacancy

- 1) If an officer of the Commission loses her membership status on the Commission, she shall automatically cease to be an officer of the Commission.
- 2) In the event that the Chair position becomes vacant, the Vice-Chair shall fill vacancy and serve out the remainder of the term.

- 3) All other vacancies shall be filled by a majority vote of the members of the Commission. In the event the Chair and Vice-Chair are both unable to preside, a quorum of the Commission shall elect a temporary Chair.

ARTICLE IX - DUTIES OF THE OFFICERS

The duties of the officers are as follows:

Section A: Chair

- 1) The Chair shall be entrusted to act and carry out policies and decisions of the Commission between meetings of the Commission and the Executive Board. The Chair shall present actions to the full Commission for ratification. The Chair shall assure that the legislative mandates of the Commission are carried out as prescribed by the Legislature and as formulated in these by-laws.

The Chair shall:

- 2) Call and preside at all meetings of the Commission and of the Executive Board and conduct these in accordance with parliamentary rules.
- 3) Be an ex-officio member of all committees with the exception of the nominating committee.
- 4) Call special meetings when deemed necessary or desirable;
- 5) Set the agenda for Commission and Executive Board meetings;
- 6) Supervise the work of the Director, and, or any staff.
- 7) Serve as spokesperson for the Commission or direct such representation before the public and governmental bodies. Oversee all recommendations and reports to the Executive and Legislative branches
- 8) Perform such other duties as the Commission may prescribe from time to time.

Section B: Vice-Chair

The Vice Chair shall assist the Chair in the execution of her office, to preside at meetings in the event of the absence of the chair, and to exercise such other powers and to perform such other duties as may be delegated by the Chair or as may be prescribed by the Commission.

Section C: Secretary

The Secretary shall:

- 1) Be responsible for reviewing the minutes of all regular and special meetings of the Commission and of the Executive Board;

- 2) Assure that the Commission staff furnish copies of the minutes and of the Treasurer's financial statement to all members within a reasonable length of time prior to the next meeting;
- 3) Assure that an attendance roster is maintained for each Commission meeting and committee meeting;
- 4) Act as historian to the Commission by assuring that all general correspondence, records of meetings and committees, and business before the Commission is maintained;
- 5) Sign such instruments as shall be authorized by the Commission;
- 6) Perform all other duties necessary for the maintenance of adequate records, files and communications of the Commission.

ARTICLE X - POWERS AND DUTIES OF THE COMMISSION

Section A: Powers and Duties of the Commission

- 1) Organize and adopt rules for its meetings.
- 2) Create standing and/or ad hoc committee meetings to further the work of the Commission.
- 3) Organize and adopt rules for recruitment of members of the Commission consistent with the Solano County Advisory Board Principles and Policies.
- 4) Study and research by means of meetings, conferences, public hearings, or other appropriate means, the conditions affecting women and girls which impose special limitations or burdens on them or society, or which limit or tend to limit opportunities available to women and girls.
- 5) Subject to approval of the County Administrator, request of any county department information, services, facilities and other assistance for the purposes of furthering the objectives of this resolution.
- 6) Prepare and disseminate information to raise awareness and educate residents of the County, the Board of Supervisors, the County Administrator and the departments of the County, and other bodies as directed by the Board, on general or special matters relating to the conditions affecting women and girls which impose special limitations or burdens on them or society, or which limit or tend to limit opportunities available to women and girls, in accordance with the terms of the California Political Reform Act, Government Code section 1090 et seq.
- 7) Recommend to the Board of Supervisors necessary procedures, programs, or legislation to promote and ensure greater equality in the areas of housing,

education, employment, community services, and related activities for women.

- 8) Consult and cooperate with the Board of Supervisors, federal, state, city and other public agencies and refer to the proper agencies any matters already in the jurisdiction of their existing power, with the intent that duplication of efforts should be avoided
- 9) Power to endorse or support issues (e.g., legislation and Ballot Measures) that are aligned with Solano County's Legislative Platform, policies, and initiatives designed to improve the status of women and girls.
- 10) Power to advise and make recommendations to the Solano County Board of Supervisors on issues pertaining to women and girls.

ARTICLE XI - LACK OF AFFILIATION

The Solano Commission for Women and Girl is a non-partisan, non-sectarian organization. It shall not officially take part in, nor lend its influence to, any political party or candidate.

ARTICLE XII - ADMINISTRATION

The powers of the Commission shall include, but not be limited to, the following:

- a) To use voluntary and uncompensated services of private individuals, agencies and organizations as may be needed from time to time;
- b) To enact bylaws for its own governance;
- c) To hold regular public meetings, and to hold fact-finding hearings and other public forums as it may deem necessary;
- d) To administer all programs, research and reports established pursuant to this chapter and to develop any necessary policies and procedures to implement these programs;
- e) To provide a written annual report to the Board of Supervisors concerning its operations.

ARTICLE XIII - FUNDING OF THE COMMISSION

The Commission may accept and solicit funds, including any gifts, donations, grants or bequests, or any federal funds for any of the purposes of this section. Such funds shall be deposited in a separate non-profit account to be expended at the discretion of the Commission for Commission related activities and functions.

October 17, 2018

ARTICLE XIV - GOVERNANCE OF MEETINGS

Robert's Rules of Order govern the operation of the Commission in all cases not covered by these by-laws. The Commission may formulate specific procedural rules of order to govern the conduct of its meetings.

The Commission may adopt the interim Bylaws of The Solano Commission for Women and Girls, or develop the necessary by-laws and other rules, which may be necessary for the conduct of its business.

Submitted by the Formation Committee on August 14, 2018 as The Solano Commission For Women and Girls Interim Bylaws.



**SOLANO COUNTY BOARD OF SUPERVISORS
ADVISORY BOARD/COMMISSION REVIEW SHEET**

Date: 10/30/2018

Name of Advisory Board: Solano County Historical Records Commission (SCHRC)

Name of person completing review sheet: Dianne Luna, Central Services Manager

Name and Department of County Contact/Staff assigned to Board:
General Services, Dianne Luna, Central Services Manager

PURPOSE

1. What is the purpose of the advisory board?

The purpose of the Advisory Board (created September 22, 1987 by order of the Solano County Board of Supervisors) is to foster, develop, promote and implement a program for the preservation of the County historic records.

2. Does the board/commission have a mission statement? If so, please provide.

As established by the Solano County Historical Records Commission (SCHRC), the mission is to advocate for the preservation of the historical records of Solano County government that document the governance, development and social history of the county, and to ensure the permanent retention, protection, and public accessibility of Solano County's documentary heritage.

3. Please provide the most recent copy of board/commission's bylaws and include the date they were approved by the Board of Supervisors.

The current by-laws were approved by the Board of Supervisors on November 1, 2016 (Attached).

4. Please reference how, why and when the board/commission was created.

On September 22, 1987, the "Solano County History Round Table" comprised of members of 21 interested organizations proposed the establishment of the SCHRC. Among the objectives of the SCHRC is the establishment of an archival repository which would include a research center by which the records would be made accessible to the public. The Board of Supervisors considered an Information Only Agenda Item Transmittal (9/22/87, Item 6C) and with Board motion and second, approved the establishment of the SCHRC as requested.

MEETING SCHEDULE

5. How often does the advisory board meet?

Per the By-Laws, the SCHRC meets at least quarterly each year.

6. Does the board/commission adopt an annual work plan? If so, please provide a copy, and include the County staff involved? If there is no work plan, explain why there isn't one?

County staff, in collaboration with the Commission has developed an implementation plan, contingent on available staff and fiscal resources, to advance the historical collections program management over the next year. This plan was presented to the Board of Supervisors on June 14, 2016.

7. Please attach membership list and attendance records for October 2017 through September 2018 or since the last reporting period. Attached.

BROWN ACT REQUIREMENTS

8. Please answer the following related to the Advisory Board Principles and Policies. If you answered "no" to any of the questions below, please explain:

A. Was a quorum present at each meeting? Yes.

B. Did each new member receive training and written guidelines on the Brown Act? Yes.

C. Did existing members receive a review of the Brown Act? Yes.

D. Were agendas posted and minutes taken in accordance with the Brown Act and the Advisory Board Principles and Policies? Yes.

OBJECTIVES AND ACCOMPLISHMENTS

9. List primary goals and objectives from the last reporting period and note if they were met.

- **Goal:** Complete the phased implementation plan to advance collection and program management as presented to the Board of Supervisors on June 14, 2016.

Progress: The County is under contract with InfoCompass, a consulting firm to 1) Develop policies and procedures to document the preservation of the County's historical records based upon the California State Archive Guidelines Manual. 2) Conduct surveys of all nineteen (19) County departments, measurement surveys, record retention series recommendations to enhance retention and search ability of historic records, and an assessment of physical records currently held in departments that may have historical value. 3) Present a Strategy and Action plan with an estimated cost and schedule range. InfoCompass has completed three of the four deliverables. The fourth deliverable is completed in final draft form, which is currently under evaluation by County staff. The Commission has reviewed the *Recommended Solano County Historical Records and Archives Collection Policy and Management Procedures* and has determined the content to be thorough and well written. The Commission awaits the opportunity to review Deliverable 5 (Final Recommendations and Action Plan).

- **Goal:** Providing research services and public access to records in the collection to on-site and distance patrons

Progress: The historical records collection remains in temporary offsite storage; however, County staff has been able to field inquiries as they are received to preserve accessibility and provide research services to the extent possible. The long-term goal of the Commission is returning the collection to the County and identifying a county owned building to be staffed by an experienced archivist. The commission is grateful for the research/accessibility service County staff is providing in the interim, in addition to their regular daily tasks.

- **Goal:** Seeking official archival status for the collection.

Progress: The goal is ongoing and has been furthered by the observations and recommendations conveyed in the InfoCompass Report. In particular, the need to identify, preserve, and protect historical records housed with various departments. The Commission is confident great strides will be made to further this goal once Deliverable 5 is finalized and the Commission has an opportunity to review and comment.

- **Goal:** Seek funding for the operation of the historical records facility through private donors.

Progress: Until permanent protected status is secured, and the InfoCompass Report recommendations are finalized and adopted by the BOS, it is premature to seek grants or funding from private donors. Deliverable 5 will lay the groundwork to further this goal to a reality.

List primary goals and objectives for the current reporting period.

- **Goal:** Complete the phased implementation plan to advance collection and program management as presented to the Board of Supervisors on June 14, 2016, as it currently pertains to the pending InfoCompass Report.
- **Goal:** With finalization of the InfoCompass Report, identify appropriate County owned buildings or sites to permanently house the historical records collection and archives in its entirety in a protected, publicly accessible facility.
- **Goal:** Increase public awareness of the historical records collection.

ADDITIONAL INFORMATION

The Commission looks forward to working collaboratively with staff to ensure the permanent protection of the historical records collection in its entirety. It is the hope of the Commission that the Recorder's historic records would once again be housed with the historical records collection. Regardless, one site we encourage for serious consideration is 701 Texas Street, as it is near County departments and would provide greater public visibility and accessibility.

On November 1, 2016, the Board of Supervisors approved SCHRC's current amended bylaws and reduction of SCHRC board members from seven to five by April 2018. This has been accomplished as reflected in the attached attendance record.

SOLANO COUNTY HISTORICAL RECORDS COMMISSION

Attendance Record

October 2017 through September 2018

Commission Position	Member	Term of Office	12/8/2017	1/19/2018	5/25/2018	9/14/2018	
Chair	Elissa DeCaro	4/26/2022	P	P	P	P	
Vice-Chair	James Kern	4/26/2022	P	P	P	P	
Secretary	Doug Rodgers	4/26/2020	P	P	A	P	
Commissioner	Mary Ellsworth	4/26/2022	P	P	P	P	
Commissioner	Thomas Snyder, M.D.	4/26/2020	A	P	P	P	
Former Commissioner	Tom Clark		P	P			
Former Commissioner	Diane Choquette		P	P			

Date of Brown Act Training and/or Review	Date of Last AB 1234 Training	Received Copy of BOS Principles and Policies
2/7/18	9/14/18	Yes
2/7/18	9/10/18	Yes
2/7/18	9/18/18	Yes
2/7/18	2/22/2018	Yes
2/7/18	11/24/16	Yes

Minutes sent to BOS			Y	Y	Y	Y	
Minutes sent to CAO			Y	Y	Y	Y	
Quorum Present *	* 51% of filled positions		Y	Y	Y	Y	

P = PRESENT
A = ABSENT
Y = YES
N = NO

Agenda Posting Locations:		County Administration Center Bulletin Board
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Brown Act Training is required within one year of appointment and reviewed every two years thereafter.

AB1234 is required within one year of appointment and renewed every two years thereafter.
Renewal trainings satisfy the above Brown Act review requirements.

Solano County Historical Records Commission

BYLAWS

ARTICLE I – PURPOSE

The purpose of the Solano County Historical Records Commission (Commission) is to serve in an advisory role to the Solano County Board of Supervisors regarding the preservation and public accessibility of Solano County's documentary heritage.

ARTICLE II – MEMBERS OF COMMISSION

SECTION 1: There shall be five (5) members of the Commission. Each Commission member shall be appointed by the Board of Supervisors. In addition to the five (5) appointed members, four (4) ex-officio, non-voting members are to be representatives of the following three (3) County departments and one (1) State agency: Assessor/Recorder, Treasurer/Tax Collector/County Clerk, Library, and State of California Superior Court, County of Solano.

Solano County Department of General Services shall serve as staff to the Commission until such time responsibility for the Solano County's Records and Information Management (RIM) program is assigned to a different County Department, at which time the other department assigned RIM program responsibility will serve as staff to the Commission.

SECTION 2: If warranted, a five (5) member Commission will be achieved at the direction of the Solano County Board of Supervisors. The terms of the members shall be staggered to ensure continuity on the Commission.

SECTION 3: All Commission members appointed by the Board of Supervisors to the Historical Records Commission shall serve for a term of four (4) years.

SECTION 4: A member may be reappointed by the Board that appointed them or a successor Board. All Commission members serve at the pleasure of the Board of Supervisors.

SECTION 5: Commission members must be residents of or work in Solano County.

ARTICLE III – MEETINGS

SECTION 1: Regular meetings of the Commission shall be held at least quarterly each year at a date, time, and place designated by action of the Commission.

SECTION 2: A quorum shall consist of a majority of the total appointed members of the Commission.

ARTICLE IV – CONDUCT OF BUSINESS

SECTION 1: Commission meetings are governed by the Brown Act. No business shall be transacted at any meeting of the Commission other than those matters listed in the agenda.

SECTION 2 All meetings shall be called to order by the Chair, or in his/her absence, by the Vice-Chair. In the absence of both Chair and Vice-Chair, the Secretary of the Commission shall call the meeting to order and those Commission members present shall elect a Chair pro tempore.

SECTION 3 The Chair of the Commission shall vote on all matters and have equal privileges as a member including the right to surrender the Chair for purposes of making motions or introducing resolutions.

SECTION 4: The following rules shall apply to Commission meetings:

(a) Voting: All votes of individual Commissioners will be recorded.

(b) General: Except as otherwise provided in these By-Laws or unless waived by the Commission, the current edition of Robert's Rules of Order shall govern the proceedings of all meetings.

Failure to protest the minutes of any meeting at the next regular meeting attended by the protesting member shall preclude any member from challenging the correctness of the minutes or any vote indicated in them.

(c) Minutes: The Secretary of the Commission shall keep an official record of all proceedings and actions of the Commission, which shall include member attendance. The minutes of the Commission shall be approved by the Commission. The public reading of the minutes may be dispensed with and the minutes approved if there are no objections.

(d) Absences: Should any member be absent from two (2) consecutive meetings, or four (4) meetings in any one calendar year, without a satisfactory reason, the Commission shall recommend to the Board of Supervisors that such member be retired from the Commission, with prior notice to the Commissioner.

ARTICLE V – OFFICERS and ELECTIONS

SECTION 1: The officers of the Commission shall be a Chair, Vice-Chair, and a Secretary. These officers shall be elected by a majority of the appointed members of the Commission.

SECTION 2: Officers of the Commission shall be elected at the first regular meeting of each calendar year, except in the event that such election cannot be held at such meeting, it shall be held at the next meeting of the Commission which is attended by the majority of the appointed members of the Commission.

SECTION 3: Officers of the Commission shall assume the duties and obligations of their offices at the meeting of the Commission next occurring after the meeting at which such election is held.

SECTION 4: In the event that any office of the Commission becomes vacant prior to the annual election meeting, an election to fill such vacancy for the unexpired term of such office shall be held at the next meeting of the Commission attended by the majority of the appointed members of the Commission.

SECTION 5: Terms of office for the officers shall be two (2) years. No person shall serve more than one consecutive term as Chair or Vice-Chair.

SECTION 6: Officers and members of the Commission shall serve without compensation.

ARTICLE VI – DUTIES AND OBLIGATIONS OF ELECTED OFFICERS

SECTION 1: The duties of the elected officers shall be as prescribed by the Commission, but at a minimum they shall include the duties described in this Article.

SECTION 2: Any officer who is absent from three (3) consecutive meetings of the Commission shall be deemed to have resigned from such office and an election to fill the vacancy so created shall be held according to the rules adopted by the Commission. Any officer of the Commission may be removed from office by a vote of two-thirds (2/3) majority of the appointed members of the Commission.

SECTION 3: The Chair shall preside at all meetings of the Commission at which he/she is present. The Chair of the Commission shall exercise general guidance and supervision over the business and operations of the Commission and shall place on the agenda such matters as in his/her judgment requires the attention of said Commission.

SECTION 4: In the absence of the Chair, the Vice-Chair of the Commission shall for that occasion accede to the duties and obligations of the office of Chair.

SECTION 5: The Secretary shall perform the duties required by the Commission for such office. The Secretary shall keep a true and complete record of the proceedings and shall have charge of all records, documents, papers, books, and other pertinent evidence.

SECTION 6:

The officers shall be responsible at the beginning of each year for ensuring the Commission develops a work plan outlining the Commission's focus and the goals it intends to achieve for the year. The officers shall make an annual written report to the Board regarding the work plan and Commission accomplishments.

ARTICLE VII – AMENDMENTS

SECTION 1:

These Bylaws and Rules of Organization may be amended at any regular meeting by a two-thirds (2/3) majority vote of the appointed members of the Commission and shall be effective upon the approval by the Board of Supervisors.

Approved: September 20, 1996
Revised: November 14, 2003
May 21, 2004
October 9, 2007
April 8, 2008
November 1, 2016



**SOLANO COUNTY BOARD OF SUPERVISORS
ADVISORY BOARD/COMMISSION REVIEW SHEET**

Date: 11/5/2018

Name of Advisory Board: Solano Partnership Against Violence (SPAV)

Name of person completing review sheet: Lori Frank

Name and Department of County Contact/Staff assigned to Board:

District Attorney / Office of Family Violence Prevention (OFVP)

Angel Aguilar – Family Violence Prevention Officer

Lori Frank – OFVP / OAI

PURPOSE

1. What is the purpose of the advisory board?

The purpose of SPAV is to:

- a. Provide a forum for interagency cooperation and coordination in the prevention, detection, treatment and legal processing of family violence cases.
- b. Promote public awareness of family violence and the resources available for intervention and treatment.
- c. Provide the Board of Supervisors with policy, legislative and funding recommendations.
- d. Encourage and facilitate training of professionals in the detection, treatment and prevention of family violence.
- e. Recommend improvements in services to families and children.
- f. Encourage and facilitate community support for family violence prevention programs.
- g. Facilitate better integration of family violence prevention services within Solano County.
- h. Oversee and evaluate the strategic action plan every 1-3 years, for the purpose of updating and revising the overall goals/priorities and accomplishments of the partnership as needed.

2. Does the board/commission have a mission statement? If so, please provide.

SPAV Mission Statement: To develop a comprehensive, inclusive and collaborative approach to preventing violence in Solano County.

3. **Please provide the most recent copy of board/commission's bylaws and include the date they were approved by the Board of Supervisors.**

The SPAV Bylaws were last approved on November 6, 2007. A copy is attached.

4. **Please reference how, why and when the board/commission was created.**

The Advisory Board was created in 1999, followed by a significant change in 2008, when members held a Strategic Retreat to develop new strategic priorities and establish an action plan to better meet the identified priorities. The vision is to engage all members of the community in heightened awareness and collaboration; and to transform Solano County into a safe, violence-free place. This collaborative group of professionals aims to provide a formal mechanism for the Board of Supervisors to obtain policy advice from selected groups of individuals within the county with particular expertise, interests or backgrounds. The selected members of the Advisory Board should provide advice that is well reasoned, credible and/or can appropriately represent opinions held by the broader community or relevant segments of the broader community.

MEETING SCHEDULE

5. **How often does the advisory board meet?**

The advisory board meets monthly, but minimally 10 times per year.

6. **Does the board/commission adopt an annual work plan? If so, please provide a copy, and include the County staff involved? If there is no work plan, explain why there isn't one?**

Yes, SPAV Board members originally created a "Strategic Plan" in 2008, which serves as their work plan. It was revised again in 2014, to serve as a guideline through the year 2017. This year, the goal was to complete a needs assessment in 2018 so the Strategic Plan can be updated and serve as a useful tool for the next 2 years.

7. **Please attach membership list and attendance records for October 2017 through October 2018 or since the last reporting period. (Refer to sample attendance record)**

Please see Attendance Record attached.

BROWN ACT REQUIREMENTS

8. **Please answer the following related to the Advisory Board Principles and Policies. If you answered "no" to any of the questions below, please explain:**

- A. **Was a quorum present at each meeting?**

No. (Please see membership attendance record): Solano Partnership Against Violence is a small advisory board of no more than 15 members, who are all volunteers for SPAV. This year the quorum was met almost every month; however, when a quorum was not met, it was due to conflicting work schedules and/or personal obligations. When a quorum is not met, no official business is conducted.

B. Did each new member receive training and written guidelines on the Brown Act?

Yes. The Brown Act training was last held on July 11, 2017, and each year the written guidelines are distributed for review.

C. Did existing members receive a review of the Brown Act? Yes

D. Were agendas posted and minutes taken in accordance with the Brown Act and the Advisory Board Principles and Polices? Yes

OBJECTIVES AND ACCOMPLISHMENTS

9. List primary goals and objectives from the last reporting period and note if they were met.

All goals and objectives were met during the last reporting period as listed: (beginning from October 2016 – October 2017)

- Educate members on services, programs, and resources in the community by inviting guest speakers to monthly meetings who are associated with SPAV priority topics and/or training. (as outlined in the Strategic Plan) To include:

November 2016	Senior Coalition of Solano County – Rochelle Sherlock
January 2017	The Leaven - Mark Lillis
February 2017	FF PD - Jeff Conner / Crime Free Multi-Housing Coordinator
March 2017	Solano Family Justice Center - Angel Aguilar
April 2017	SENECA - Lindsey Miller
May 2017	Vacaville PD - Kevin Foderaro / Community Response Unit
June 2017	Volunteer Solano / Tina Chechourka
July 2017	Brown Act Training - Clarisa Sudarma *(special meeting)
August 2017	Sexual Abuse Training - Christina Baird *(special meeting)
September 2017	Solano Advocates for Victims of Violence (SAVV)
October 2017	APS - Meeting cancelled due to fires and rescheduled next month

- Learn more about the Board of Supervisor's (BOS) Legislative/Policy Process

The State and Federal Legislative platforms are reviewed each year.

- Partner with community agencies and outreach

SPAV was a vendor participant at the Senior Coalition Forum on Financial Fraud in February 2017; The Family Fun Fest at TAFB in April 2017; The Partner Collaboration Forum in May 2017; The World Elder Abuse Forum on June 15th, 2017, and the 3rd Annual Solano Family Justice Center Health Fair on October 7th, 2017.

- Provide SPAV members with the opportunity to be involved in Proclamations & Resolutions

SPAV was represented in the 2017 resolution for World Elder Abuse Awareness Day in June 2017 and Domestic Violence Awareness Month in October 2017.

- Create a list of nationally recognized awareness months

Each year this is created and SPAV lines up speakers in association with this list.

- Identify agencies who host events in honor of violent crimes in our community

SPAV has identified and participated with Travis Airforce Base, which held a collaboration community partner meeting so that agencies can introduce themselves. A list of contacts was given to each participant so that networking may continue. SPAV also participated in the H&SS Community Outreach Event held in May 2017 to network with many community agencies. SPAV also assists with promotion of events on their SPAV face book and other social media. Agency affiliates include: NorthBay Kaiser, Fairfield PD and other law enforcement departments, The Sheriff's Office, SAVV, SafeQuest Solano, Childhaven, Solano Trauma Recover Center, Courage Center 2, TAFB, Children's Network, and many non- profit organizations who hold events in honor of violent crimes in our community. SPAV members also attend vigils during National Crime Victims Rights Week and Children's Memorial Flag Day, both held in April each year.

- Conduct Site Visits

SPAV members were invited to attend many on site events in the community as hosted by various organizations.

- Recruit new SPAV members

Mihri Cakir, Cora Young, and Tiffani Thomas were appointed in January 2017.

Cynthia Williams and Jane Johnson were reappointed in January 2017.

Josette Lacey was appointed in March 2017 to represent Supervisor, Erin Hannigan for District 1.

K. Patrice Williams was appointed to represent Supervisor Monica Brown for District 2, in June 2017. (resigned in April 2018)

- Community Outreach

Networking with organizations has assisted in the increase of attendees at the monthly meetings and becoming more involved with community events. SPAV members also appointed a sub-committee to establish outreach using social media. A face book page is available and a website is in progress.

10. List primary goals and objectives for the current reporting period.

All goals and objectives were met from the current reporting period as listed: (beginning October 2017 – October 2018)

SPAV member's goal this year was to focus intently on the four areas of "Strategic Priorities" as follows:

1. Educate ourselves on services, programs and resources in the community
 2. Learn about the Board of Supervisor's (BOS) legislative/policy process
 3. Partner with agencies doing outreach
 4. Conduct a needs assessment
- Educate members on services, programs and resources in the community by inviting guest speakers to monthly meetings who are associated with SPAV priority topics and/or training. (as outlined in the Strategic Plan) To include:

October 2017	Meeting cancelled due to fires in Solano County
November 2017	Adult Protective Services – Lynn Fuller & Jacqueline Patterson
December 2017	No Meeting in December for Holiday time off
January 2018	Housing Authority
February 2018	Bikers Against Child Abuse (B.A.C.A.) – Father Time & Dancer
March 2018	Caminar - Tranine Chisom
April 2018	International Women's Day - Mihri Cakir
May 2018	Family Investigative Response Team (FIRST) & Vacaville Family Resource Center - Gloria Diaz and Det. Don McCoy
June 2018	MedMark Treatment Center - Sean Erickson
July 2018	CA Protective Parents Association & Protective Mothers of Solano County - Connie Valentine & Jaclyn Qirreh
August 2018	Midsi Sanchez Foundation - Advocate for Missing & Exploited Children
September 2018	Victims of Crime Resource Center / Sacramento
October 2018	First 5 Solano / Solano Kids Thrive / ACEs Connection
 - Learn More about the Board of Supervisor's (BOS) Legislative/ Policy Process

The State and Federal Legislative platforms for 2018 were distributed and reviewed by members.

- Partner with agencies doing outreach

SPAV was the sponsoring host and a vendor participant at the 3rd Annual Elder Abuse Forum held on June 13th, 2018. This event had an attendance of 150, with 20 community vendor participants. Guest speakers included:

1. Solano County District Attorney - Krishna Abrams
2. California State Senator, District 3 - Senator Bill Dodd
3. Senior Advocacy Services for Sonoma - Crista Chelemedos
4. California Department of Social Services – Lori Delegrammatikas
5. District Attorney Investigator - Renier Hernandez
6. Department of Aging and Adult Services - Jill Nielsen
7. Elder & Dependent Adult Protection Team of San Mateo County – Nicole Fernandez
8. Ombudsman Services of Contra Costa & Solano County – Nicole Howell
9. Solano Family Justice Center - Angel Aguilar

- SPAV also attended (a site visit) for the “Art of Peace Exhibit” Tour in Vallejo on gun control. - June 26th, 2018
- SPAV was also on the forefront of the 4th Annual Solano Family Justice Center Health Fair scheduled on Saturday, October 6th, 2018, as a vendor participant and offering volunteer support.
- SPAV was in support of, or was presented with resolutions on (4) awareness dates during this reporting period:

1. International Day for the Elimination of Violence to Women – November 2017
2. National Crime Victims Rights Week - April 2018
3. Elder Abuse Awareness Day - June 2018
4. Domestic Violence Awareness Month - October 2018

- SPAV also conducted a community needs assessment - they developed a Strategic Planning Standing Committee in 2018, to plan a Community Roundtable Needs Assessment Forum scheduled on September 18th, 2018. The (4) topics that were chosen to assess are:

1. Intimate Partner Violence
2. Youth Violence
3. Elder Abuse
4. Child Abuse

- The goal and purpose of the needs assessment is to collect statistics and information from agencies, organizations and non-profits in Solano County on these (4) topics in

order to develop a needs assessment, so recommendations can then be brought to the County Board of Supervisors. These needs may include: additional services, funding, additional resources to compile data and survey information and/or a website that is universal to all Solano County residents listing all services available. This assessment is in the next stage, which is developing a presentation to be brought to the supervisors in 2019.

SPAV members are completing the current Strategic Plan by completing this 4th priority: Conduct a Needs Assessment - (as all other 3 priorities have been completed or are in an on-going process)

After the 4th priority is complete, then SPAV's goal will be to redo the current Strategic Plan with new ideas and priorities that will be relevant over the next few years.

11. Briefly outline accomplishments for the current reporting period (October 2017 – October 2018), and how those accomplishments were shared with other agencies.

The accomplishments for the current reporting period are outlined above:

To summarize: the main accomplishment during this reporting period was to wrap up the current Strategic Plan by completing the 4th priority: Conduct a Needs Assessment. However this is not officially complete until the recommendations are brought to the County Board of Supervisors in presentation form. This is priority in progress and should be complete by the end of the 1st quarter of 2019.

ADDITIONAL INFORMATION

12. Please add any additional comments. Comments should be 150 words or less.

Besides bringing recommendations to the County Board of Supervisors, SPAV will also be recruiting members in 2019 to fill empty or resigned positions. Additionally, outreach will be on-going, and the new "Strategic Plan" will be a new goal for 2019. SPAV will continue to reach out to organizations to attend monthly meetings for collaboration and growth.....and for the continued efforts towards the prevention of violence in Solano County.

Solano Partnership Against Violence
Attendance Record
October 2017 through October 2018

Committee Position	Member	Term of Office	10/10/2017	11/14/2017	12/12/2017	1/9/2018	2/13/2018	3/13/2018	4/10/2018	5/8/2018	6/12/2018	7/10/2018	8/14/2018	9/11/2018	10/9/2018		
District 1 Representative	Josette Lacey	3/28/17 - 3/28/20	NM	A	NM	X	X	A	A	X	A	A	A	A	X		
District 2 Representative	K. Patrice Williams	6/27/17 - 4/2/18	NM	X	NM	X	X	X	R	R	R	R	R	R	R		
District 3 Representative	Jenalee Dawson	4/28/15 - 4/28/18	NM	X	NM	X	X	X	A	X	X	X	X	X	X		
District 4 Representative	Jennifer Hamilton	3/10/15 - 3/10/18	NM	A	NM	A	A	A	A	A	A	A	A	A	A		
District 5 Representative	Christina Baird	4/28/15* - 4/28/18	NM	X	NM	A	X	X	A	X	A	X	A	A	X		
Professional Affiliation	Jane Johnson	1/10/17* - 8/15/18	NM	X	NM	A	X	A	A	A	A	A	R	R	R		
Professional Affiliation	Tiffani Thomas	1/10/17 - 1/9/19	NM	X	NM	A	X	A	X	X	X	X	X	X	X		
Professional Affiliation	Cora Young	1/10/17 - 1/9/19	NM	X	NM	A	X	A	X	X	A	A	X	X	A		
Professional Affiliation	Brenna Benjamin	3/13/18 - 3/13/20						X	X	X	X	X	X	A	A		
Professional Affiliation	Wendy Loomas	3/13/18 - 3/13/20						X	A	A	X	X	A	X	X		
Non-Professional Affiliation	Mihri Inal Cakir	1/10/17 - 1/9/20		A	NM	A	X	X	X	X	X	A	X	X	X		
Non-Professional Affiliation	Lisette Estrella-Henderson	5/24/16* - 5/24/19	NM	X	NM	A	A	X	X	A	A	X	A	X	X		
Non-Professional Affiliation	Cynthia Williams	1/10/17* - 1/9/20	NM	X	NM	A	X	A	A	X	A	A	X	X	A		
Non-Professional Affiliation	Sandra Lee	6/9/15 - 6/9/18	NM	X	NM	X	X	X	X	X	X	X	X	X	A		
Non-Professional Affiliation	Caryn Brock	6/9/15 - 8/14/18	NM	A	NM	A	A	A	X	A	A	A	R	R	R		

Date of Last Brown Act Training and/or Review	Date of Last AB 1234 Training**	Received Copy of BOS Principles and Policies
7/11/17		Yes
7/11/17	RESIGNED	Yes
7/11/17	5/12/15	Yes
7/11/17	1/21/15	Yes
7/11/17	12/28/16	Yes
7/11/17	RESIGNED	Yes
7/11/17	2/8/17	Yes
7/11/17	3/23/17	Yes
		Yes
		Yes
7/11/17	2/24/17	Yes
7/11/17	1/19/17	Yes
7/11/17	2/23/17	Yes
7/11/17	8/11/15	Yes
7/11/17	RESIGNED	Yes

Minutes sent to BOS		NM	Y	NM	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		
Minutes sent to CAO		NM	Y	NM	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		
Quorum Present *	* 51% of filled positions	NM	Y	NM	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		

Agenda Posting Locations:	County Administration Center Bulletin Board Solano Family Justice Center
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* = Reappointment
** = Pending
X = PRESENT
A = ABSENT
Y = YES
N = NO
R = Resigned
NM = No Meeting
Blank = See appt. date
SM = Special Mtg/Training

Brown Act Training is required within one year of appointment and reviewed every two years thereafter.

AB1234 is required within one year of appointment and renewed every two years thereafter. Renewal trainings satisfy the above Brown Act review requirements.

District representatives shall not exceed term of appointing supervisor.

December 2017 is holiday month off.

** All SPAV members were notified of the AB 1234 requirements in January 2018 and thereafter.

Oct. 2017 was cancelled due to fires

SOLANO PARTNERSHIP AGAINST VIOLENCE BYLAWS

ARTICLE I -- NAME

The name of this association shall be the Solano Partnership Against Violence, hereinafter known as "SPAV". SPAV is an Advisory Board to the Solano County Board of Supervisors ("Board of Supervisors") and is governed by the County Charter and the Board of Supervisors Advisory Board Principles and Policies ("Principles and Policies"), adopted by the Board of Supervisors on June 7, 2005.

ARTICLE II -- PURPOSE

The purpose of SPAV is to develop a more comprehensive and systematic approach to ending family violence in Solano County consistent with the Board of Supervisors policies by:

- A. Providing a forum for interagency cooperation and coordination in the prevention, detection, treatment, and legal processing of family violence cases;
- B. Promoting public awareness of family violence and the resources available for intervention and treatment;
- C. Providing the Board of Supervisors with policy, legislative and funding recommendations;
- D. Encouraging and facilitating training of professionals in the detection, treatment, and prevention of family violence;
- E. Recommending improvements in services to families and children;
- F. Encouraging and facilitating community support for family violence prevention programs; and,
- G. Facilitating better integration of family violence prevention services within Solano County.

ARTICLE III -- MEMBERSHIP

- A. The Partnership shall consist of 15 voting members.
- B. The Board of Supervisors shall, in their sole discretion, appoint all the members of SPAV who serve at the pleasure of the Board of Supervisors.
- C. SPAV shall recommend individuals to the Board of Supervisors for appointment who have the necessary expertise, commitment and time to support the work of SPAV and who qualify for membership under the following categories:

Category A: Professionals Affiliations

Law Enforcement, community based organizations serving victims/survivor, TAFB Family Advocacy Office, courts, representatives of Senior Coalition, Child Abuse Prevention Council, mental health, substance abuse recovery and public health.

Category B: Non Professional Affiliations

Board of Supervisor's district representatives, faith leaders, health care representatives, education and business leaders, survivors of family violence including adult children exposed to family violence, other community members.

- D. The term of membership shall be two years for category A and three years for category B from the date of appointment by the Board of Supervisors; however, the term of the Board of Supervisors' representatives shall not exceed the term of the appointing supervisor.
- E. The officers and chairs of committees shall be members of SPAV.
- F. The Board of Supervisors and SPAV members shall be entitled to receive meeting agendas and minutes and, as appropriate, all other materials related to SPAV activities.
- G. Existing and newly appointed advisory board members shall receive training and written guidelines on the Ralph M. Brown Act and a copy of the Board of Supervisor's Advisory Board Principles and Policies.
- H. SPAV members shall review the requirements of the Brown Act on at least an annual basis.

ARTICLE IV – RESIGNATIONS AND VACANCIES

- A. A member resigning from SPAV shall submit a written notice to the executive committee advising of his or her resignation, which notice shall be filed with the Board of Supervisors.
- B. Upon a member's absence from any three (3) general membership meetings in a one-year period, the advisory board is to make a report to the Board of Supervisors of the absences, and make a recommendation regarding whether the person should remain on the advisory board.
- C. Vacancies in any membership categories shall be filled according to Article III of these bylaws.

ARTICLE V – MEETINGS

- A. SPAV regular general membership meetings shall be held within Solano County at a minimum of ten (10) times during the calendar year.
- B. Meetings of the SPAV executive committee shall be held at a minimum of six (6) times during a calendar year.
- C. Meetings of the SPAV standing or ad hoc Committees shall be held at the direction of the committee chairs or the executive committee.
- D. SPAV meetings shall be noticed and conducted according to the requirements of the Ralph M. Brown Act.
- E. SPAV meetings shall be conducted according to the revised Robert's Rules of Order insofar as such rules are not inconsistent with or in conflict with these bylaws or state or federal law.

ARTICLE VI – QUORUM AND VOTING REQUIREMENTS

- A. A quorum for general membership, executive and committee meetings shall be a simple majority of appointed members.
- B. Unless otherwise specified in these bylaws, a majority vote of a quorum is required to take any action.
- C. In the absence of a quorum, any SPAV meeting may be adjourned by a majority vote of the members present, but no other business may be transacted.
- D. Items which qualify as an emergency in accordance with the Brown Act, California Government Code §54956.5. Emergencies are limited to: (1) work stoppage, crippling disaster or other activity which severely impairs public health, safety, or both, as determined by a majority of the members of SPAV
- E. Items can be added to the agenda upon a determination by a 2/3 vote of the members at the time of the meeting, or if less than 2/3 of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and the need for action came to SPAV's attention subsequent to the agenda being posted.
- F. Members shall indicate their attendance at SPAV meetings by signing a meeting sign-in sheet.

ARTICLE VII– OFFICERS

- A. The officers of SPAV shall be Chair, Vice-Chair, and Secretary/Treasurer
- B. The term of each SPAV officer shall be one year, and a member may be elected to serve more than one term.
- C. The powers and duties of the officers shall be as follows:
 - a. The Chair shall preside at all SPAV general membership and executive committee meetings, facilitate the purposes of SPAV by having such powers and duties as may be prescribed by the membership and may delegate a reasonable portion of his or her duties to the Vice-Chair.
 - b. The Vice Chair shall assist the Chair in his or her duties as delegated by the Chair and shall perform the duties of the Chair in his or her absence, inability to perform, or resignation.
 - c. The Secretary/Treasurer shall maintain the SPAV bylaws and assure compliance to bylaws at Executive and General Membership meetings. Secretary/Treasurer will coordinate the following activities with administrative staff of the Office of Family Violence Prevention: maintaining general membership and executive committee meeting minutes, bylaws and correspondence, maintaining the general membership and executive committee meeting attendance sign-in sheets, posting the general membership and executive committee meeting agendas and maintaining the financial records of SPAV.
- D. An officer may resign by submitting a written notice to the Chair.

ARTICLE VIII- NOMINATION AND ELECTION OF OFFICERS

- A. At the September general membership meeting each year, the SPAV membership shall designate three (3) of its members to serve as a Nominations Committee to develop a slate of nominees for the election of officers for the coming year. Prior approval of the nominees shall be obtained before their names are placed on the slate. The Nominations Committee shall publish the slate of nominees to the SPAV membership not less than seven (7) days prior to the last regular general membership meeting of the calendar year.
- B. The Nominations Committee shall publish the slate of nominees to the SPAV membership not less than seven (7) days prior to the last regular general membership meeting of the calendar year.
- C. The annual election of officers shall be held at the last regular general membership meeting of the calendar year. Members may vote for the slate of officers recommended by the Nominating Committee, or may nominate members from the floor prior to the vote.
- D. If no nominee receives over fifty percent (50%) of the vote, a run-off vote between the top two candidates shall be taken immediately following the first vote.
- E. A vacancy in any office shall be announced at the general membership meeting immediately following the occurrence of the vacancy. Nominations to fill the vacancy shall be made at the same meeting. The election of a SPAV member to complete the unexpired term shall be taken at the next general membership meeting according to Subsection D in this Article.

ARTICLE IX – COMMITTEES

- A. Executive Committee
 - a. The executive committee shall advise and assist the membership in attaining the purpose of SPAV as set forth in Article II hereof by setting the agenda for the general membership meetings.
 - b. The executive committee shall consist of the SPAV officers and the chairs of the standing committees.
 - c. In the event an executive committee member is unable to attend an executive committee meeting, the member may designate another SPAV member to attend and vote as proxy for the absent member.
 - d. A staff member from the Office of Family Violence Prevention shall serve as a non-voting member of the executive committee.
 - e. The executive committee shall recommend to the membership for its approval SPAV members to serve as chairs of SPAV standing and ad hoc committees.
 - f. The executive committee shall have the authority to make decisions on behalf of the general membership when one or more of the following circumstances occur:

- A time sensitive issue must be addressed prior to the next general membership meeting in accordance with the Ralph M. Brown Act;
- An endorsement of a family violence prevention resolution or other public statement attributed to the Solano Partnership Against Violence that is required prior to the next general membership meeting.

B. Other Committees

- a. Any member of SPAV may recommend the creation of a standing or ad hoc committee, which committee shall be established upon the approval of the membership.
- b. Standing committees shall be defined as on-going committees and ad hoc committees shall be defined as time-limited committees organized to accomplish a specific purpose, and which dissolve once that purpose is accomplished.
- c. Any standing or ad hoc committee may be disbanded upon approval of the membership during a general membership or special membership meeting.
- d. Standing and ad hoc committee meetings shall be called by the committee chair or by the chair of SPAV.

C. Solano County Departments and Community Organization Liaisons

In order to foster collaborations with entities within Solano County which will assist SPAV to achieve its purpose, SPAV will initiate liaisons with the following:

- a. The department heads of the Solano County Health & Social Service Department, the Probation Department and the District Attorney shall be invited to designate an appropriate employee in their departments to serve as an advisor or liaison to SPAV.
- b. The executive committee shall recommend to the SPAV membership for its approval SPAV members to serve as liaisons to community organizations whose focus is the detection, prevention and intervention of family violence.
- c. SPAV liaisons will be responsible for attending their designated community organization meetings and keeping the SPAV membership informed on the programs and activities of these groups.

ARTICLE X – AMENDMENTS

- A. These Bylaws may be amended by a majority vote of a quorum of the SPAV membership at any regular general membership meeting, provided that written notice of the amendment has been submitted to each SPAV member at least seven (7) days prior to the meeting. Upon approval of any amendment to these bylaws, the executive committee shall submit the amended bylaws to the Board of Supervisors for approval and adoption.

ARTICLE XI – ANNUAL REPORTS

- A. SPAV shall make a report to the Solano County Board of Supervisors on at least an annual basis.
- B. The SPAV annual report shall review the association's goals and accomplishments for the previous year, outline goals for the coming year and offer recommendations for action to be taken by the Board of Supervisors.

ARTICLE XII – ROLE OF OFFICE OF FAMILY VIOLENCE PREVENTION

The Office of Family Violence Prevention (OFVP) is charged with assisting and supporting SPAV in carrying out the purposes for which the organization exists. Furthermore, OFVP acts as a liaison between SPAV and county departments, functions and resources for the purposes of carrying out SPAV's purposes. The specific role of the Office of Family Violence Prevention includes:

- A. The Office of Family Violence Prevention will provide appropriate staff support to the organization for the purposes of facilitating the organization's business including but not limited to developing, posting and distributing meeting agendas and minutes in compliance with these bylaws and the Ralph M. Brown Act; taking meeting minutes and notes in compliance with these bylaws and the revised Robert's Rules of Order; providing necessary and appropriate meeting space and supplies.
- B. The Office of Family Violence Prevention will not have a recognized vote in SPAV matters before the membership but will participate in an advisory capacity. OFVP staff is charged with assuring adherence to county policy including the Solano County Principles and Policies for Advisory Boards.
- C. The Office of Family Violence Prevention will assist SPAV, as needed, with assistance in member recruitment, facilitating Board of Supervisor's agenda items, facilitating the annual Brown Act Training, and will provide other support services as needed and appropriate at the discretion of the Director of the Office of Family Violence Prevention and SPAV membership.
- D. SPAV will, upon majority vote of members, make recommendations regarding the use of SPAV funds to the Director of the Office of Family Violence Prevention, and unless the recommendation is inconsistent with county policy, said direction will be followed.

SOLANO PARTNERSHIP AGAINST VIOLENCE (SPAV) STRATEGIC PLAN

Original dated: March 2008 / Revised: June 2014

BACKGROUND:

The Solano Partnership Against Violence, hereafter referred to as SPAV, is an advisory board to the Solano County Board of Supervisors. The purpose of SPAV is to develop a more comprehensive and systemic approach to ending family violence in Solano County. SPAV is a collaborative group of professionals interested in addressing issues pertaining to the prevention, detection and intervention of family violence in Solano County.

Mission: To develop a comprehensive, inclusive and collaborative approach to preventing violence in Solano County.

Vision: To engage all members of the community in heightened awareness and collaboration; to transform Solano County into a safe, violence-free place.

Purpose:

- A. To provide a forum for interagency cooperation and coordination in the prevention, detection, treatment, and legal processing of family violence cases.
- B. To promote public awareness of family violence and the resources available for intervention and treatment.
- C. To provide the Board of Supervisors with policy, legislative and funding recommendations.
- D. To encourage/facilitate in training of professionals for the detection, treatment, and prevention of family violence.
- E. To recommend improvements in services to families and children.
- F. To encourage and facilitate community support for family violence prevention programs.
- G. To facilitate better integration of family violence prevention services within Solano County.
- H. To oversee and evaluate the strategic action plan every one to three years, for the purpose of updating and revising the overall goals/priorities and accomplishments of the Partnership as needed.

* In August of 2007, SPAV underwent a significant change in membership. The newly formed SPAV group held a Strategic Retreat, dated March 28, 2008; with a follow-up session, dated April 8, 2008; to develop strategic priorities and establish an action plan to meet the identified priorities. In 2014, six years later...SPAV is in a review process of the action plan to reconnect with its purpose and update the guidelines as set forth:

STRATEGIC PRIORITIES

The Solano Partnership Against Violence (SPAV) established strategic priority areas to strengthen and develop their internal capacity as an Advisory Board to the County Board of Supervisors (BOS). The members of SPAV agreed, that given their status as a newly formed advisory board; their efforts would be directed on behalf of these key priorities:

- 1) The services and resources available in Solano County that address family violence,
- 2) BOS legislative/policy process

. In addition, and concurrently, SPAV also chose:

- 1) Partnering with other agencies doing family violence prevention and outreach
- 2) Conducting a needs assessment in order to further reach the goals set

As a recap.....the four areas of "STRATEGIC PRIORITIES" are as follows:

1. Educate ourselves on services, programs, and resources in the community
2. Learn about the Board of Supervisor's (BOS) legislative/policy process
3. Partner with agencies doing outreach
4. Conduct a needs assessment

Strategic Priority I: Capacity Building -Become educated about the services and resources available in Solano County that address family violence.

Activities	Output / Measurement	Responsible Party	Due Date
<p>1.Invite experts/professionals from agencies, organizations, and collaborative groups to give presentations to the SPAV members on their services, resources and activities.</p> <p>Parameters - Prevention oriented, public awareness focus, public education focus, emphasis on Intimate Partner Violence (IPV), purpose and services that are most similar to the purpose areas and focus of SPAV as an advisory board to the County Board of Supervisors (BOS). List of guest agencies/organizations to include , but are not limited to:</p> <ul style="list-style-type: none"> • Healthcare • Law Enforcement • Mental Health • Housing • Courts • Probation • Health and Social Services • Prison Re-entry • Education 	<p>1.Presentation by guest speakers</p> <p>1.1 Meeting minutes reflecting presentation</p> <p>1.2 Materials, brochures, handouts provided by speaker</p>	<p>1.OFVP is responsible for inviting individuals to give presentations to SPAV members.</p> <p>2.OFVP will give an annual presentation at May meeting on OFVP</p> <p>3. SPAV Chair and Executive Committee will place item on SPAV meeting agenda</p>	<p>1. List by Jan. 2015 or as needed in 2014</p> <p>2. May 2015</p> <p>3. On-going</p>
	1.3 Guest speakers identified and prioritized in order of presentation	1.3 SPAV	1.3 Jan. 2015

Strategic Priority I:

Continued.....

Activities	Output / Measurement	Responsible Party	Due Date
<ul style="list-style-type: none"> • Prevention and Early Intervention • Shelters • Advocacy • Victims of Crime (VOC) • Faith based services 			
2. Identify the purpose of presentations and outline what each speaker should address(community needs, sponsored events, ways to partner, etc)	2. Parameters and expectations for presentations.	2. OFVP will provide an outline of presentations if needed	2. Sept. 2014
3. Clarifying SPAV as a DV Coordinating Council, is accomplished. Review of DV Coordinating Council guidelines will be ongoing	3. DV Coordinating Council guidelines 3.1 Meeting minutes reflect discussion of topic	3. OFVP will keep copies of DV Coordinating Council guidelines and give presentation as needed	3. Annual review of guidelines

Strategic Priority I:
continued.....

Page 5

Activities	Output/ Measurement	Responsible Party	Due Date
4. Network by developing a plan to conduct site visits to relevant agencies, organizations or groups and keep a list of these site visits.	4. Identify and prioritize agencies to conduct site visits and create a list 4.1 Sign-up for site visits	4. SPAV 4.1 Lori will bring sign-up sheet; SPAV members will sign-up	4. List of site visits by January 2015 4.1 January 2015, or as needed
5. Define family violence and explore how the definition applies to the work of SPAV.	5. Review legislative definitions annually (attached to legislative Platform)	5. OFVP will provide copies of legislation definitions annually to SPAV members	5. Ongoing
6. Reach out to other Family Justice Centers <ul style="list-style-type: none"> • Network ▪ Site visits 	6. Make a list of specific Family Justice Centers to network with	6. SPAV will delegate who will contact the neighboring centers	6. May 2015
7. Reach out to advocacy Agencies / State Child Abuse Coalitions, plus other DV Coalitions	7. Make a list of various agencies and coalitions that advocate to domestic violence issues	7. SPAV will delegate a small team to create a list and begin contacts	7. May 2015
8. Reach out to potential funders	8. Make a list of potential Funders	8. SPAV	8. May 2015

Strategic Priority II: Building Partnerships – Partner with community agencies doing prevention and outreach regarding family violence prevention in Solano County

Activities	Output/Measurement	Responsible Party	Due Date
1. Review list of nationally recognized awareness months	1. List of nationally recognized family violence relevant awareness months 1.1 Review and add	1. OFVP 1.1 SPAV and OFVP	1. May 2015 1.1 On-going
2. Identify agencies who host events in honor of family violence relevant awareness months	2. List of local activities and their sponsors in honor of nationally recognized family violence relevant awareness months	2. OFVP	2. May 2015
3. Invite agencies to provide in-services: (see Activities listed under Goal I: Educating SPAV)	3. See Goal I	3, See Goal I	3. See Goal I
4. Conduct site visits (see activities listed Under Goal I: Educating SPAV)	4. See Goal I	4. See Goal I	4. May 2015

Strategic Priority II

Continued.....

Page 7

Activities	Output / Measurement	Responsible Party	Due Date
<hr/>			
5. Recruit SPAV members that represent certain affiliations, which may include but are not limited to: <ul style="list-style-type: none">• Healthcare• Law Enforcement• Mental Health• Housing• Courts• Probation• Health and Social Services• Prison Re-entry• Education• Prevention and Early Intervention• Shelters• Advocacy• Victims of Crime (VOC)• Faith based services	5. Make a list of members affiliations / businesses	5. SPAV and/or OFVP	5. May 2015

Strategic Priority III: Capacity Building -- Help Guide Board of Supervisor's Legislative and Policy Priorities

Activities	Output/Measurement	Responsible Party	Due Date
1. Invite Legislative Analyst to give an in-service on the Board of Supervisor's Legislative and Policy Process	1. Presentation 1.1 Minutes highlighting the key content of the presentation 1.2 Materials distributed by the guest speaker	1. OFVP - Carolyn (to invite guest)	1. August 2014
2. Provide recommendations to The Board of Supervisor's - related to Domestic Violence and Family Violence Prevention Priorities	2. Meeting with BOS and supporting documents	2. SPAV	2. September 2014
3. Review Board of Supervisors Legislative Platform	3. Annual Legislative Platform document	3. OFVP – Carolyn (to obtain platform) And/or a review with BOS speaker	3. October 2014

Activities	Output/Measurement	Responsible Party	Due Date
1. Conduct a recent Needs assessment	1. Review prior needs assessment 1.1 Invite speakers to inform 1.2 Accumulate statistics 1.3 Document Statistics	1. SPAV 1.1 SPAV 1.2 SPAV and OFVP 1.3 SPAV and OFVP	1.- By Jan. 2016 1.3 and then on-going
• Collect and compile data on the services and resources available on family violence	1.4 Compile flyers, brochures, documents, from presenters 1.5 Meeting minutes 1.6 OFVP Resource Guide	1.4 SPAV 1.5 Lori 1.6 Kevin	1.4 on-going 1.5 Monthly 1.6 update annually
• Develop a Matrix of services by compiling data collected and inserting into a matrix format	1.7 Matrix	1.7 Kevin	1.7 On-going until completed
• Develop a plan to identify and collect additional relevant data such as family violence statistics, Family Justice Center feasibility Study, and other surveys that may have been conducted	1.8 Form a plan to collect updated data	1.8 SPAV	1.8 By Jan. 2016 and then on-going
• Ask professionals what they see as the needs in the community regarding family violence prevention and services	1.9 Summary of identified needs	1.9 SPAV and OFVP	1.9 On-going from regularly scheduled presentations and out-reach

Planning Process:

Page 10

Although a vision Statement is in place, the SPAV members were led through a visioning process to facilitate setting sights on the future. It was openly stated that the purpose was not to develop a replacement Vision Statement. The ideas of SPAV members were collected and the following draft vision statement which guided the strategic planning process was developed.

Draft Vision Statement

*Through the vision of our leaders our community is easily accessible,
violence free, for each person to secure a respect for life for all.*

Other pieces of the planning process that led to the development of the Strategic Priorities follows:

INTERNAL ASSESSMENT

An internal assessment helps an organization determine its capacity to undertake its strategic goals. Capacity building may become one of the strategic goals in order to position the organization for success.

Strengths - Best of what was

- Decisions about training were made through assessment
- Annual training
- Dynamic speaker and informative (e.g., Bruce Perry)

- Tied to POST training
- Resource Cards
- Materials Developed
- Teen Dating Violence
- SPAV members served as post performance resources for the audience of the Yellow Dress performance
- Medical training – building relationships – Kaiser, Partnership Health Plan, SPAV – lunch/brought lunch to site
- Collaborative
- Developed resources and information (e.g., the Victim's Resource card)
- Built Relationships
- Go before the BOS for agenda items
- Representatives served on other groups to stay connected to other groups
- Collaborated with national campaigns against violence (e.g. cut out campaign)

Internal - Areas of Needed Improvement

- Outreach to diverse SPAV meetings
- Collaborate education and training
- Learn about policy/legislation development and process
- Evaluate our capacity for marketing and outreach
- Need Clarity about what is needed in the Community and about identity (needs assessment)
- Evaluate community of members
- Need to develop our ability to stay focused and prioritized
- Expand membership
- Understanding of services in Solano County
- Develop group skills (decision making process, roles, purpose, etc.)
- Evaluate DV statistics in the community by collecting data from other agencies

EXTERNAL ASSESSMENT

Assessing environmental factors, such as identifying who is doing similar work, examining trends and resources, helps organizations make strategic decisions by avoiding duplication of efforts and carving out a niche.

Environmental Assessment – Resources, Services, Groups	
<ul style="list-style-type: none"> • LIFT3 • Safe Quest • STAND • Family Intervention Response Services Team (FIRST) • Catholic S.S. • Youth and Family Services (YFS) • Fighting Back Partnership • Family Law Facilitator's Office • Office of Family Violence Prevention • Northern Cal Legal Services • Family Violence Intervention Team (FIT) • Sexual Assault Response Team (SART) • Kaiser Family Violence Prevention Team • Probation • Law Enforcement • Court Investigator Office • Victims of Crime (VOC) 	<ul style="list-style-type: none"> • Alcoholics Anonymous (AA) • Narcotics Anonymous (NA) • Pacific Education Services (PES) • Child Haven • Child Net • Child Abuse Prevention Council (CAPC) • Child Welfare Services (CWS) • HEROES • Family Resource Centers (FRC'S) • Opportunity House • Heather House • Adult Protective Services (APS) • Vacaville Senior Round Table • Senior Coalition of Solano County

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OVERARCHING THEMES AND PURPOSE AREAS

SPAV members identified the following strategic objectives under each theme or purpose area. Members then selected the top four priority areas through a dot voting process. The number located at the end of each item represents the number of votes for that item. The top four items with the most dots were selected at the Strategic Priority Areas.

Top Priority Areas

1. Educate ourselves on services, programs, and resources in the community
2. Partner with agencies doing outreach
3. Conduct a needs assessment
4. Learn about the Board of Supervisor's (BOS) legislative/policy process

Capacity Building

- Educate our selves of services (5)
- Hear from Police(Front Line) about current trends in DV arrests (1)
- Understanding current agencies-services/goals/gaps
- Train, educate-see what other countries/states are doing and how they handle family violence
- Don't just think outside the box BREAK THE BOX!
- Team building

Encourage and Facilitate Training of Professionals

- Find Available Training Aids For (1)
 - a. RN's
 - b. Social Service Staff
 - c. Physicians – Paychecks-Medical(Family Protections)
- Design Out-Reach Programs For Solano County That Are:
 - a. Training Oriented
 - b. Brochure Available
 - c. Potential CME, CNE etc (Approval Available through UC Davis? Touro University)
- Meet with our leaders and encourage them to take a STAND! (2)

Recommend Improvements in Services to Families and Children

- DV classes either free or covered by MediCal-culturally specific language
- Out reach Out High School/Jr. High/ College campuses to counselors and encourage them to get the message out.**
- At Time of DV arrest, SW meets with victim (mutual combat needs to be assessed) (1)
- Find out what is going on nationally with other DV services and courts, legislation
- Learn about Solano County's best practices (2)

Encourage and Facilitate Community Support for Family Violence Prevention Programs

- *Meet and greet with BOS and community leaders (1)
- Community providers of services meet with SPAV

Facilitate Better Integration of Family Violence Services within Solano County (1)

- Needs assessment at some level of the various agencies(may change due to budget cuts) (4)
- Linking agencies together to provide stronger prevention services – Family Justice Center? (FJC)

Provide BOS with Policy, Legislative and Funding Recommendations

- Get on BOS agenda to present topics at least 2 times a year***
- Present to BOS what works in “other” communities
- BOS Legislative priorities (2)
- Learn about the legislative process (4)

- Support/dovetail on “Awareness Months” – Locally and Nationally participate in campaigns*
- Make flyers; pass out at agencies, put at MediCal office, Doctor’s Office Etc.- churches & other faith community services
- Multi-cultural out reach (2)
- Partner with agencies doing outreach and join (5)
- Break cycle of violence

Forum for Interagency Cooperation and Coordination

- Do not re-invent the wheel-SPAV acts as a conduit of information among agencies-
- *Use our resources with in our group – Claudia especially!
- *Conduct Town Hall Meetings invite Service Providers, and the community
- *Attend other advisory board meetings (2)

Overview of: 2014 Revised “SPAV’S Strategic Plan”

In May of 2014, the members of “Solano Partnership Against Violence (SPAV)” recognized the need to review the original “Strategic Plan” (dated March 28, 2008), for the purpose of acknowledging the accomplishments over the past 6 years. This review also brought forth the realization that some of the original priorities were in need of revision, as well as the dates that were established in which to accomplish these goals. Furthermore, public awareness of domestic violence issues have increased and become more apparent in the community; along with the rise of newly established organizations, also seeking the prevention of domestic violence. In order for SPAV to better meet the needs of those in a DV crisis situation...it was determined that through education, reconnecting with these other affiliations, assessing the needs of the community and learning more about the Board of Supervisor’s Legislative/policy process; SPAV will have further promoted “The Fight Against Violence”. Therefore, SPAV members collectively agreed on the document revisions made herein. This newly revised plan, is considered in effect as of August 12, 2014, and will be reviewed annually, or more often if necessary, by SPAV members.



ADVISORY BOARD PRINCIPLES AND POLICIES

**Adopted June 7, 2005
Amended November 9, 2010**

In a republic, the government's authority and legitimacy derive from the fact that ultimate policy makers are accountable to the citizens through the electoral process. The Board of Supervisors is elected by the citizens of Solano County to provide policy direction for the County.

In making policy decisions, the Board believes that it is important to obtain input from citizens on a regular basis. The Board seeks and encourages citizen input through a variety of mechanisms, formal and informal, including holding televised public meetings with opportunity for citizen participation, holding public hearings, conducting and attending community meetings, meeting with constituents, commissioning occasional opinion polls, disseminating information about County issues and programs, creating ad hoc committees and task forces and creating advisory boards and commissions.

Advisory boards (sometimes referred to as "councils," "commissions," or "committees" collectively "boards") provide a formal mechanism for the Board of Supervisors to obtain policy advice from selected groups of individuals with particular expertise, interests or backgrounds. Since ultimate accountability for policy decisions rests with the Board of Supervisors, it is appropriate that the Board be able to create, eliminate, reorganize and provide direction to advisory boards, as it deems necessary to meet its need for advice in various areas.

The following principles and policies are designed to provide general guidelines concerning the role of County advisory boards and how those advisory boards should be formed, dissolved, organized or reorganized and staffed as well as how they should operate.

PURPOSE OF ADVISORY BOARDS

The purpose of County advisory boards is to enable the Board of Supervisors to obtain advice on policies or issues from a specially selected group of citizens who, the Board believes, have the relevant expertise, interest or background to provide advice that is well reasoned, credible and/or appropriately represents opinions held by the broader community or relevant segments of the broader community. Advisory boards are created when required by law or when the Board believes that the nature of the issue or area requires a more regularized, targeted and structured citizen input process than would be

provided by other less formal, more broad-based or more ad hoc public participation mechanisms.

The role of advisory boards is generally limited to providing advice to the Board of Supervisors on policies or issues within their purview as defined by the Board of Supervisors. Advisory boards are encouraged to provide information and advice whether or not the information or advice is critical of existing county policy. Advisory boards that serve *purposes* that are in addition to advising the Board of Supervisors should assure that *activities* related to additional purposes are consistent with County policies.

The following principles and policies are designed to provide both the Board of Supervisors and advisory boards, guidelines by which advisory boards shall operate. The principles and policies should provide advisory boards with clear expectations for membership, adherence to applicable policies, the role of County staff, and communication and recommendations to the Board of Supervisors.

County Advisory Boards shall seek citizen input, not county staff input. County staff ultimately work for the Board of Supervisors and provide recommendations to the Board through other mechanisms. County staff participation in discussions should be focused on assisting the full group in better understanding what current county policy is. Advisory boards work as a unit to express to the Board of Supervisors its recommendation(s) on policies and/or issues related to the purpose under which the advisory board was formed, whether or not these recommendations are critical of existing county policy.

PRINCIPLES AND POLICIES

Principle 1: Advisory Board Selection and Membership

Generally, advisory boards shall be made up of citizens with expertise, experience, interests and/or backgrounds related to the purpose of the advisory board and in whose judgment the Board of Supervisors has confidence. All advisory board members serve at the pleasure of the Board of Supervisors.

Policy 1-A: Unless otherwise provided by statute the Board of Supervisors may direct the composition of advisory boards, as well as how advisory board members are to be recruited and recommended for appointment. Depending upon the nature of the advisory board, membership recommendations could be made by individual Supervisors, interviews by the full Board after advertising for applicants, delegating responsibility for recommendations to the sitting advisory board members or to an ad hoc committee.

Policy 1-B: Every effort shall be made to recruit advisory board members who can make a positive contribution to the advisory board process and, ultimately, to the ability of the advisory board to provide appropriate recommendations to the Board of Supervisors. This shall be done through recruitment and interview processes that assure the potential candidate has the necessary expertise, commitment and time, to support the work of the advisory board.

Policy 1-C: Members and prospective members serving on advisory boards must comply with conflict of interest laws.

Policy 1-D: All appointees serve at the pleasure of the Board of Supervisors and may be appointed or removed for any reason by majority vote of the Board of Supervisors.

Principle 2: Advisory Board Recommendations to the Board of Supervisors

Advisory boards are encouraged to provide advice, suggestions and recommendations to the Board of Supervisors on legislative and policy issues through established procedures. Given the volume of information received by the Board of Supervisors, it is important that advisory boards use these procedures to ensure that the Board receives information in an organized format and manner.

Policy 2-A: Legislative recommendations shall be made, whenever possible, as part of the “Legislation of Importance to Solano County” update that the Board of Supervisors receives monthly. Additionally, advisory boards are encouraged to report or provide recommendations on proposed or pending state or federal legislation as needed to assure the Board of Supervisors receive the information in a timely manner. This is coordinated through the County Administrator’s Office unless otherwise directed by county staff or the Board of Supervisors.

Policy 2-B: Budget recommendations shall be made, whenever possible, as part of the annual countywide budget process. Councils wishing to make budgetary recommendations should begin by sharing their recommendations with the affected department(s), and then provide information to the Board of Supervisors regarding their agreement or disagreement with Department budget requests as part of the county budget hearing process.

Policy 2-C: It is county staff’s responsibility to prepare Board agenda items conveying advisory board recommendations to the Board of Supervisors. When a recommendation is presented to the Board of Supervisors, the advisory board or other designated members, but less than a quorum, should typically attend the Board meeting to explain or represent the advisory board’s position and/or answer questions from the Board of Supervisors.

Policy 2-D: Policy and legislative recommendations to agencies and organizations other than the Board of Supervisors shall be consistent with Board Policies and Priorities.

Policy 2-E: Recommendations and actions of an advisory board must be limited to matters within the scope of jurisdiction. The scope of jurisdiction is defined when the advisory board is created, and may be amended only by action of the Board of Supervisors.

Principle 3: Advisory Board Communication with the Board of Supervisors

Inherent in the purpose of advisory boards is the ability to have regular communication with the Board of Supervisors that may not necessarily contain recommendations. The Board of Supervisors must have the ability to provide advisory boards with direction, to inquire about issues affecting the County, and to receive informational reports from advisory boards.

Policy 3-A: Advisory boards, unless otherwise directed, shall make available to members of the Board of Supervisors, all agendas, minutes and reports.

Policy 3-B: Each advisory board shall provide the Board of Supervisors with a report of goals, accomplishments and recommendations on at least an annual basis.

Policy 3-C: Advisory boards desiring to make a report of interest to the Board of Supervisors shall coordinate this activity with county staff so that staff can facilitate placement of the report on to the Board's agenda.

Principle 4: Staff Support for Advisory Boards

Competent staff support is critical to the effective use of advisory boards. Providing effective staff support requires both expertise in particular subject areas and a solid understanding of County policies and procedures. Principles of accountability require that staff recommendations to advisory boards come from staff who are accountable to County Department heads, County management, and ultimately, the Board of Supervisors. Although staff are expected to make recommendations to advisory boards and the Board of Supervisors that reflect County and departmental policies and positions, staff are also expected to respect and foster the ability of lay citizens who serve on advisory committees to fairly and effectively convey their independent recommendations to the Board of Supervisors.

Policy 4-A: County staff, rather than independent contractors, shall provide staff support for County advisory boards, unless otherwise authorized by the Board of Supervisors.

Policy 4-B: County staff provides support while representing their department and the County. Staff recommendations to advisory boards shall reflect the policies of their department, County management, and the Board of Supervisors.

Policy 4-C: Except where required by law, it is inappropriate for County staff to serve on advisory boards. Where state law requires that certain County staff serve on an advisory board, and to the extent permitted by law, it is understood that those staff represent their Department, (and the County) and shall reflect the positions of department management and this understanding shall be conveyed to the members of the advisory board. Staff shall be selected by and serve at the pleasure of their department head.

Policy 4-D: It is appropriate for County staff to represent the County or their department on *coordinating councils* or similar bodies whose purpose is to *facilitate* inter-agency

communication and/or coordination of policy development or service provision. Where appropriate, County staff shall seek policy direction from their Department Head or the Board of Supervisors on issues being considered by such coordinating bodies.

Principle 5: The Brown Act

Advisory board meetings are intended to provide a forum by which members of the public, whether or not they are appointed as members, may participate or provide public comment. This allows for citizens interested in issues being considered by the advisory board to be aware of the issues and to provide input and thereby facilitates an ‘open’ process. Advisory boards that are not ad-hoc in nature, fall under the guidelines of the Brown Act.

Policy 5-A: Advisory boards that are not ad hoc are required to adhere to the Brown Act.

Policy 5-B: Advisory boards shall review the Brown Act requirements every two years.

Policy 5-C: Questions regarding adherence to the Brown Act should be directed through staff to County Counsel, and follow the recommendation of County Counsel.

Policy 5-D: Newly appointed advisory board members must receive training and written guidelines on the Brown Act within one year of appointment to an advisory board.

Policy 5-E: Existing and newly appointed advisory board members must complete AB 1234 – Ethics Training within one year of appointment and renew every two years thereafter. The trainings may take place in either at home, in-person or online. The renewal trainings satisfy the Brown Act review requirements in Policy 5-B.

Principle 6: Regular Evaluation of County advisory boards

The Board of Supervisors recognizes and appreciates the value of citizen input and the volunteer nature of advisory board members. At the same time, the creation of formal County advisory boards and commissions is potentially the most costly citizen input mechanism in terms of time and money. Formal board and commission membership is also by its nature limited to a small number of active participants. Thus, this mechanism should be used sparingly and the need for existing advisory bodies shall be re-evaluated on a regular basis. In addition, wherever possible, advisory boards shall be combined, so that one body can serve multiple purposes.

Policy 6-A: Upon creation of a new advisory board, the Board of Supervisors may determine guidelines for its purpose, duration, funding, membership and any other material matter. Advisory boards shall establish by-laws that adopt Roberts Rules of Order, post agendas in accordance with the Brown Act, and keep and distribute minutes of meetings to members of the Board of Supervisors.

Policy 6-B: The Board of Supervisors will review the goals and accomplishments of existing advisory boards annually and evaluate continued need for such advisory boards. The Board of Supervisors may, at their discretion, choose to combine, discontinue, or

change the focus of existing advisory boards to better serve the needs of the Board of Supervisors, the County, and the citizens of Solano County. Factors that may be considered in changing the status of advisory boards include but are not limited to:

Purpose of advisory board becomes broader or narrower than purpose for which it was established and is no longer consistent with Board of Supervisors' goals or priorities

Advisory board purpose, goals or activities that conflict with county policy

Continuing need for advisory board

Violations of county policy, Brown Act, or legislative mandates

Goals and accomplishments met and purpose for which advisory board was established is concluded

Goals and accomplishments not met

Inability to maintain a quorum of membership attendance

Need and/or desire for combining advisory board(s)

Reduction in or lack of resources to support advisory board

To consolidate and/or reorganize advisory board(s) to better facilitate outcomes or accomplishments or to meet policy or legislative requirements



Solano County

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Fairfield, California 94533
www.solanocounty.com

Agenda Submittal

Agenda #:	6	Status:	Consent Calendar
Type:	Resolution	Department:	Human Resources
File #:	18-827	Contact:	Marc Fox, 784-2552
Agenda date:	12/04/2018	Final Action:	
Title:	Adopt a resolution amending the Alphabetical Listing of Classes and Salaries to add the new classification of Behavioral Health Peer Support Specialist with a monthly salary of \$3,200.18 - \$3,889.84		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Resolution		

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ☐ No ☒
Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

The Department of Human Resources recommends that the Board of Supervisors adopt a resolution amending the Alphabetical Listing of Classes and Salaries to add the classification Behavioral Health Peer Support Specialist with a monthly salary of \$3,200.18 - \$3,889.84.

SUMMARY:

The Health and Social Services Department were allocated 3 full-time equivalent (FTE) positions (1 FTE and 4 PT FTE's) during the FY2018/19 budget hearings for the classification of Peer Mentor (TBD). The Health and Social Services Department asked that Human Resources develop this classification to meet one of the goals of the Mental Health Services Act (MHSA), where the goals were to transform the existing mental health system into one that is less medical in nature and more recovery and wellness focused.

FINANCIAL IMPACT:

There is no fiscal impact in adopting the resolution as the recommended action is to set salary. The Board previously approved the staffing allocation. The costs associated with preparing the agenda item are nominal and absorbed by the department's FY2018/19 Adopted Budget.

DISCUSSION:

The Health and Social Services Department made the initial inquiry to establish the class of Peer Mentor (TBD), and the Board of Supervisors previously authorized three full time equivalent (FTE) positions, subject to the classification being approved.

The Behavioral Health Peer Support Specialist will, under general supervision, provide information, support,

assistance and advocacy for recipients, and/or caregivers/family members of behavioral health services within established procedures and guidelines. Incumbents in this classification will have successfully completed a minimum of two years of recovery from mental health or substance abuse challenges, and will possess work or volunteer experience in the advocacy, leadership, or engagement in peer recovery activities. The Behavioral Health Peer Support Specialist will work as part of a team of mental health providers, and will serve as an example of what successful recovery looks like to mental health consumers, those recovering from substance abuse challenges, and their families. Additionally, the Behavioral Health Peer Support Specialist will provide advocacy to mental health consumers and their families as the consumer navigates the recovery process.

The proposed monthly salary is \$3,200.18 per month (Step 1) through \$3,889.84 per month (Step 5).

ALTERNATIVES:

The Board of Supervisors could elect to not amend the Alphabetical Listing of Classes and Salaries to add the classification at the recommended salary; however, this is not recommended as the Board of Supervisors previously approved adding three FTEs and this new classification and recommended salary is commensurate with the responsibilities being performed.

OTHER AGENCY INVOLVEMENT:

Human Resources worked with the Health and Social Services Department in creating the new class specification Behavioral Health Peer Support Specialist. The Behavioral Health Peer Support Specialist classification is represented by SEIU, bargaining Unit 7 (Regulatory, Technical and General Services Employee), and the parties met and conferred on September 27, 2018. The Civil Service Commission approved the new class of Behavioral Health Peer Support Specialist on November 14, 2018.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS AMENDING THE ALPHABETICAL LISTING OF CLASSES AND SALARIES

Further resolved, that the Solano County Board of Supervisors amends the Solano County Alphabetical Listing of Classes and Salaries as follows:

OT	Class#	Class Title	EER	Grade	Salary Range
09	433340	Behavioral Health Peer Support Specialist	07	196	\$3,200.18 - \$3,889.84

Date November 13, 2018

EXCUSED: SUPERVISORS

By: Jeanette Neiger, Chief Deputy Clerk



Solano County

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

Agenda Submittal

Agenda #:	7	Status:	Consent Calendar
Type:	Resolution	Department:	Human Resources
File #:	18-829	Contact:	Marc Fox, 784-2552
Agenda date:	12/04/2018	Final Action:	
Title:	Adopt a resolution amending the Alphabetical Listing of Classes and Salaries to implement upcoming increase in the California minimum hourly rate for the extra help classifications of Contract Employee-Professional, Contract Employee-Technical, Peer Group Co-Facilitator, Departmental Aide-Clerical, and Library Departmental Aide; and Direct the Director of Human Resources to sign an amendment to the collective bargaining agreement between the County and Service Employees International Union, Local 1021, representing select classifications of extra help employees		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Resolution, B - Amendment		

Date:	Ver.	Action By:	Action:	Result:
Published Notice Required?	Yes	No	X	
Public Hearing Required?	Yes	No	X	

DEPARTMENTAL RECOMMENDATION:

The Human Resources Department recommends that the Board of Supervisors:

- 1) Adopt a resolution amending the Alphabetical Listing of Classes and Salaries to implement upcoming increase in the California minimum hourly rate for the extra help classifications of Contract Employee-Professional, Contract Employee-Technical, Peer Group Co-Facilitator, Departmental Aide-Clerical, and Library Departmental Aide; and
- 2) Direct the Director of Human Resources to sign an amendment to the collective bargaining agreement between the County and Service Employees International Union (SEIU), Local 1021, representing Unit 89 (Extra Help Clerical Employees) by increasing the pay rate for select classifications that otherwise would fall below the amended California minimum wage.

SUMMARY:

The California minimum wage is increasing from \$11.00 to \$12.00 per hour effective January 1, 2019. Because the County implements wage increases effective at the beginning of a pay period, the January 1, 2019 minimum wage increase will be implemented on December 30, 2018.

There are five job classifications which will be below the California minimum wage. The Director of Human Resources recommends that the three unrepresented classifications and the two represented classifications are amended to reflect the pending increases of the California minimum wage. SEIU has been consulted and

agrees with the proposed wage increase for the two represented classifications.

FINANCIAL IMPACT

Increases to the California minimum wage are anticipated to cost \$29,787 for the remainder of FY2018/19. Of this total, \$4,928 is to the Parks Fund (Resource Management), \$2,283 is to the General Fund (\$1,083 in Auditor-Controller's Office and \$1,200 in Probation Department) and \$22,576 to the Library Fund (Library Services). All of the impacted departments are able to absorb the additional cost in their existing FY2018/19 budget appropriations.

DISCUSSION:

The California legislature enacted, and the Governor signed into law, gradual increases to the California minimum wage beginning in 2017. Effective January 1, 2019, the California minimum wage increases to \$12.00 per hour. Over time, the State minimum wage will increase to \$15.00 per hour and, thereafter, be indexed based on California cost-of-living. The California minimum wage is greater than the federal minimum wage (\$7.25 per hour, or \$10.35 for federal contractors). Because the County implements wage increases effective at the beginning of a pay period, the January 1, 2019 minimum wage increase will be implemented on December 30, 2018.

Five extra help classifications are impacted by the changes to the California minimum wage.

The three unrepresented classifications are Contract Employee-Professional, Contract Employee-Technical, and Peer Group Co-Facilitator.

- The Contract Employee-Professional has a pay range of \$11.00 to \$145.00 per hour. There are no Contract Employees-Professional who presently earn less than \$12.00 per hour. It is recommended to increase the entry wage from \$11.00 to \$12.00 per hour.
- The Contract Employee-Technical has a pay range of \$11.00 to \$100.00 per hour. There are no Contract Employees-Technical who presently earn less than \$12.00 per hour. It is recommended to increase the entry wage from \$11.00 to \$12.00 per hour.
- The Peer Group Co-Facilitator classification, used by the Probation Department in support of the Center for Positive Change, has a single pay rate which would be amended from \$11.00 to \$12.00 per hour.

Two represented extra help classifications are represented by SEIU.

- Departmental Aide - Clerical earns \$11.033360 per hour (step 5). It is recommended to increase the wage to \$12.00 per hour. There are presently Departmental Aides in a variety of County departments including Resource Management and Auditor-Controller.
- Library Departmental Aide earns \$11.033360 per hour (step 5). It is recommended to increase the wage to \$12.00 per hour. Library Departmental Aides are employed only by the Library Services Department.

ALTERNATIVES:

The Board could choose not to approve the increase in hourly rates for these select job classifications, but this would result in the County being out of compliance with the pending California minimum wage.

OTHER AGENCY INVOLVEMENT:

The County has met and conferred with SEIU, Local 1021, regarding the proposed salary increase to the two extra help job classifications represented by SEIU and impacted by the minimum wage increases. SEIU has signed the proposed amendment and that signed amendment is attached.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

RESOLUTION NO. 2018- _____

**RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SOLANO
COUNTY AMENDING THE ALPHABETICAL LISTING OF CLASSES AND SALARIES**

Whereas, regulation of compensation of officers and employees of the County may be fixed by resolution of the Board of Supervisors; and

Whereas, the Alphabetical Listing of Classes and Salaries requires modification from time to time.


Resolved, that the Solano County Board of Supervisors authorize the Director of Human Resources to make any technical corrections if needed; and

Further resolved, that the Solano County Board of Supervisors amends the Solano County Alphabetical Listing of Classes and Salaries as follows:

OT	Class #	Class Title	EER	Grade	Salary Range
03	3X302X	Contract Employee-Professional	00	028	\$12.00 - \$145.00/hour
03	4X302X	Contract Employee-Technical	00	023	\$12.00 - \$100.00/hour
09	781090	Peer Group Co-Facilitator	00	029	\$12.00/hour (Step 5)
09	78103X	Departmental Aide-Clerical (EH)	89	002	\$12.00/hour (Step 5)
09	78108X	Library Departmental Aide (EH)	89	002	\$12.00/hour (Step 5)



Director of Human Resources



Date

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on December 4, 2018 by the following vote:

AYES: SUPERVISORS _____

NOES: SUPERVISORS _____

EXCUSED: SUPERVISORS _____

JOHN M. VASQUEZ, CHAIR
Solano County Board of Supervisors

ATTEST:
BIRGITTA E. CORSELLO, Clerk
Solano County Board of Supervisors

By: _____
Jeanette Neiger, Chief Deputy Clerk

AMENDMENT #1 TO MEMORANDUM OF UNDERSTANDING

Units #82, #87, #89, and #90

This will confirm an understanding reached between the County of Solano ("County") and the Service Employees International Union, Local #1021 ("SEIU") representing extra help employees of Unit #82 (Extra Help Registered Nurses), #87 (Extra Help Regulatory, Technical and General Services Employees), #89 (Extra Help Clerical Employees), and #90 (Extra Help Probation Employees), collectively "the parties."

The parties agree to amend Appendix B, Salary Schedule, for specific classifications only, from:

Classification & Hourly Pay Rate ¹	Step 5
Department Aide – Clerical (EH)	\$11.033360
Library Department Aide (EH)	\$11.033360

To effective December 30, 2018:

Classification & Hourly Pay Rate	Step 5
Department Aide – Clerical (EH)	\$12.000000
Library Department Aide (EH)	\$12.000000

COUNTY:

SEIU:

Marc Fox Date
Director of Human Resources

FOV Timothy Gonzales Date
Field Director 11-19-18

¹ Employees hired or placed in any of these job classifications receive the step 5 wage.



Solano County

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

Agenda Submittal

Agenda #:	8	Status:	Consent Calendar
Type:	Report	Department:	Auditor-Controller
File #:	18-850	Contact:	Kirk Starkey, 784-3057
Agenda date:	12/04/2018	Final Action:	
Title:	Receive the review from the Auditor-Controller's Office of Psynergy Programs, Inc.'s Compliance with Solano County Department of Health and Social Services' Contracts for the period July 1, 2013 to June 30, 2017		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Psynergy - Contract Review Report		

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ☐ No ☒
Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

The Auditor-Controller's Office (ACO) recommends that the Board of Supervisors receive the review of Psynergy Programs, Inc.'s Compliance with Solano County Department of Health and Social Services' Contracts for the period July 1, 2013 thru June 30, 2017.

SUMMARY/DISCUSSION:

In accordance with the ACO's FY2018/19 audit plan, the ACO reviewed Psynergy Programs, Inc.'s (Psynergy) compliance with Health and Social Services' (H&SS) contracts for the period July 1, 2013 thru June 30, 2017. The objective of the review was to determine the propriety of expenditures incurred by Psynergy and reimbursed by H&SS, and Psynergy's compliance with fiscal contractual terms and conditions.

On July 1, 2013, Psynergy entered into the first of three two-year contracts with H&SS to provide residential treatment for mental health and substance abuse-related disorders to reduce the rate of substance use and to facilitate the development of personal and interpersonal functioning, and independent living. H&SS contracted with Psynergy specifically for their expertise in residential dual-diagnosis (mental health and substance abuse) treatment. Under the contract, H&SS refers clients to Psynergy through Service Authorization Letters. For the fiscal years reviewed expenditures totaled \$5,274,824.

Based upon the ACO's review, Psynergy's claims for reimbursement for services rendered appear proper and in compliance with contractual terms and conditions. However, the ACO's review noted the annual audited financial statements have not been provided by the contractor as required by the contract.

FINANCIAL IMPACT:

The acceptance of the report has no financial impact. The costs associated with preparing the agenda item

are nominal and absorbed by the department's FY2018/19 Adopted Budget.

ALTERNATIVES:

The Board of Supervisors could elect not to receive the report. This alternative is not consistent with sound public policy and is therefore not recommended.

OTHER AGENCY INVOLVEMENT:

The Department of Health and Social Services and Psynergy have reviewed and accepted the report.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

County of Solano
Office of the Auditor-Controller



**Review of Psynergy Programs, Inc.
Compliance with Solano County
Department of Health and Social Services' Contracts**

September 8, 2018

**Auditor-Controller: Simona Padilla-Scholtens, CPA
Assistant Auditor-Controller: Phyllis Taynton, CPA
Deputy Auditor-Controller: Kirk Starkey
Auditor: Jay Peno**

Report No. 2018_19

**Review of Psynergy Programs, Inc.
Compliance with Solano County
Department of Health and Social Service’s Contracts**

TABLE OF CONTENTS

	<u>Page</u>
INTRODUCTION.....	2
BACKGROUND.....	2
SCOPE and METHODOLOGY	3
CONCLUSION.....	3
FINDINGS AND RECOMMENDATIONS	4

INTRODUCTION

Pursuant to the Internal Audit Division's fiscal year 2018/19 audit plan, we reviewed the Solano County Department of Health and Social Services' (H&SS) substance abuse program service contracts (Contract) with *Psynergy Programs, Inc.* (Psynergy) for July 2013 through June 2017. We conducted our review in accordance with the *International Standards for the Professional Practice of Internal Auditing* as developed by the Institute of Internal Auditors (IIA).

BACKGROUND

Psynergy provides innovative and customized treatment plans for individuals to graduate from locked settings into successful community living. For Solano County specifically, Psynergy provides in-residence treatment for adults in service areas that include mental health services, and substance use disorder.

On July 1st, 2013, Psynergy entered into the first of three two-year contracts with H&SS to provide residential treatment for mental health and substance abuse-related disorders to reduce the rate of substance use and to facilitate the development of personal and interpersonal functioning, and independent living. H&SS contracted with Psynergy specifically for their expertise in residential dual-diagnosis (mental health and substance abuse) treatment. Under the contract, H&SS refers clients to Psynergy through Service Authorization Letters.

Table I: Psynergy Programs, Inc.'s Contracts with Health and Social Services

Contract #	Term	Award Amount
03468-14	7/1/2013 to 6/30/2015	Maximum Amount (Amended) = \$1,720,664
03468-16	7/1/2015 to 6/30/2017	Maximum Amount (Amended) = \$3,554,160

Health and Social Services pays Psynergy Programs, Inc. monthly on a fee-for-service basis in accordance with contract terms. Psynergy is required to submit monthly expenses via *Avatar*, H&SS's electronic record keeping system. In addition, Psynergy is required to submit monthly invoices and vendor claims to H&SS specifying services rendered and the related fees for reimbursement with required and appropriate supporting documentation.

Psynergy submits two vendor claims to Solano County each month – one for residential daily rates, by client ID, called the “patch rate”, and another containing a roll-up of all mental health/substance abuse treatments or Mental Health/Substance Abuse (MH/SA) (counseling and medication) in per-minute rate increments for all clients. The MH/SA roll-up is mandated by H&SS.

OBJECTIVE

The objective of our review was to determine the propriety of service costs incurred by Psynergy and reimbursed by H&SS, and Psynergy's overall compliance with the fiscal contractual terms and conditions.

SCOPE and METHODOLOGY

The scope of our review included determining the propriety of Contractor reimbursed service costs from July 2013 thru June 2017. To achieve our objective, we reviewed internal controls for the accounting and recording of contracted services and claims for reimbursement, and performed the following:

- Inquiries of Psynergy Programs, Inc. and H&SS, including staff and management.
- Examination of vendor claim and invoice records.
- Examination of *Avatar* records.
- Examination of Psynergy Programs, Inc. records.

Our consideration of Psynergy's internal control structure was limited to gaining an understanding of the internal controls as they related to the services defined in the contract. We relied primarily on detailed testing procedures to substantiate the propriety of expenses for compliance with the fiscal contract terms. Our review did not include an assessment of the program's effectiveness in providing the contracted services.

CONCLUSION

Based upon our review, Psynergy's claims for reimbursement for services appear proper and in compliance with the fiscal contractual terms and conditions. However, annual audited financial statements have not been provided to H&SS as required by contract terms.

The following page provides a description of our finding related to the required annual audited financial statements.

The Internal Audit Division thanks the Department of Health and Social Services and the staff of Psynergy for their time, assistance, and cooperation during our review.

Review of Psynergy Programs, Inc. Compliance with Solano County Department of Health and Social Services' Contract

FINDINGS AND RECOMMENDATIONS

Audited Financial Statements

Annual audited financial statements reports have not been provided to the County as required by contract terms.

Exhibit B, Section IV, Item A of the contract requires the Contractor to furnish annual audited financial statements to the County, which must be submitted within 30 days of its publication.

Without annual audited financial statements, Psynergy is not in compliance with the current contract terms and the County is unable to rely on Psynergy's unaudited financial statements.

Recommendation:

Obtain audited financial statements from a CPA for the fiscal year 2018/2019. If Psynergy is unable to obtain audited financial statements, they should communicate with the Department of Health and Social Services.

Contractor Response:

Psynergy Programs agrees with the findings and recommendations. Unfortunately, currently we do not have the resources (time and financial) to provide audited financial statements. Solano County has been provided with unaudited financial statements via our yearly cost reports. We are currently working with our CPA, Grant Miller, to get audited financial statements, so moving forward we can provide these on a regular basis.



Solano County

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

Agenda Submittal

Agenda #:	9	Status:	Consent Calendar
Type:	Report	Department:	Auditor-Controller
File #:	18-852	Contact:	Kirk Starkey, 784-3057
Agenda date:	12/04/2018	Final Action:	
Title:	Accept the Annual Audit of the Statement of Assets of the Solano County Treasury as of June 30, 2018		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Treasury Audit Report FY1718 Q4		

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ____ No X

Public Hearing Required? Yes ____ No X

DEPARTMENTAL RECOMMENDATION:

The Auditor-Controller's Office (ACO) recommends the Board of Supervisors (BOS) accept the Quarterly Review of the Statement of Assets of the Solano County Treasury as of June 30, 2018.

SUMMARY AND DISCUSSION:

Pursuant to Government Code §26920, the ACO performs an annual audit of the Treasurer's Statement of Assets (Statement) in the County Treasury and expresses an opinion whether the Statement is fairly presented in accordance with accounting principles generally accepted in the United States of America. The audit included counting cash on hand in the County Treasury; verifying the records of the Treasurer and ACO were reconciled pursuant to Government Code §26905; examining evidence supporting the amounts in the Statement of Assets; verifying the accuracy, validity, and compliance of the investments in the Solano County Treasury with certain Government Code sections; and assessing the accounting principles used by management.

Based on the audit, the ACO issued an unmodified opinion ("clean" opinion) on the Statement. An unmodified opinion indicates the financial statements are presented fairly in accordance with accounting principles generally accepted in the United States of America.

FINANCIAL IMPACT:

The acceptance of the report has no financial impact. The costs associated with preparing the agenda item are nominal and absorbed by the department's FY2018/19 Adopted Budget.

ALTERNATIVES:

The Board of Supervisors could elect not to accept the Audit of the Statement of Assets of the Solano County

Treasury as of June 30, 2018. However, this alternative is not consistent with sound public policy and is therefore not recommended.

OTHER AGENCY INVOLVEMENT:

The County Treasurer has reviewed and accepted the report. The County Administrator's Office has reviewed the report.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

SIMONA PADILLA-SCHOLTENS, CPA
Auditor-Controller

PHYLLIS TAYNTON, CPA
Assistant Auditor-Controller

OFFICE OF THE AUDITOR-CONTROLLER



SOLANO COUNTY

675 Texas Street, Suite 2800
Fairfield, CA 94533-6338
(707) 784-6280
Fax (707) 784-3553

www.solanocounty.com

Independent Auditor's Report

October 30, 2018

Board of Supervisors
County of Solano
675 Texas Street
Fairfield, CA 94533

Chair & Members of the Board:

Pursuant to Government Code §26920, we have audited the accompanying Statement of Assets of the Solano County Treasury as of June 30, 2018.

As required under Government Code §26920, the audit included a physical count of the cash in the Treasury and verification that the records of the County Treasury and the Auditor-Controller's Office are reconciled in accordance with the Government Code §26905. Additionally, we determined the accuracy, validity, and compliance of the investments in the Solano County Treasury with Government Code §53601 and §53635.

Management's Responsibility for the Financial Statement

Solano County Treasury's management is responsible for the preparation and fair presentation of the accompanying financial statement in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statement.

Auditor's Responsibility

Our responsibility is to express an opinion on the Treasurer's Statement of Assets based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the Treasurer's Statement of Assets is free of material misstatement, whether due to fraud or error. An audit includes examining evidence supporting the amounts in the Statement of Assets. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial presentation. We believe our audit provides a reasonable basis for our opinion.

Opinion

In our opinion, the Treasurer's Statement of Assets as of June 30, 2018 is presented fairly, in all material respects, in accordance with generally accepted accounting principles.

Other Matters

This report is intended for the information of the Board of Supervisors and the Treasury management. This restriction is not intended to limit the distribution of this report, which is a matter of public record.

Respectfully,



Simona Padilla – Scholtens, CPA
Auditor-Controller

**Solano County Treasury
Statement of Assets
June 30, 2018**

Pooled Cash and Investments:

Cash on Hand	\$	8,202,859
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Cash in Banks		32,319,547
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Money Market & Mutual Funds

Money Market Funds		73,660,018
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Mutual Funds		29,915,902
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Total Money Market & Mutual Funds		103,575,920
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Non-Cash Assets

Accrued Interest and Other Non-Cash Assets		19,436,712
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Total Non-Cash Assets		19,436,712
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Investments (Fair Value)

Federal Agency Securities		416,981,959
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Treasury Agency Securities		315,268,678
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Municipal Bonds		98,413,458
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Corporate Securities		138,796,901
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Supranational Securities		9,871,300
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Total Investments		979,332,296
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Total Pooled Cash & Investments		1,142,867,335
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Non-Pooled Cash & Investments:

Public Agency Retirement Services 115 Retirement Trust Fund

Cash in Banks	\$	4,737
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Cash in Money Markets		4,591,874
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Mutual Funds		3,134,000
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Non-Cash Assets		54,468
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Federal Agency Securities		3,478,405
---------------------------	--	-----------

Municipal Bonds		2,589,356
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Corporate Securities		2,979,663
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Total Public Agency Retirement Services Fund		20,313,731
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Total Non-Pooled Cash & Investments		20,313,731
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Total Cash & Investments	\$	\$1,163,181,066
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Solano County

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

Agenda Submittal

Agenda #:	10	Status:	Consent Calendar
Type:	Notice of Completion	Department:	General Services
File #:	18-822	Contact:	Mark Hummel, 784-3195
Agenda date:	12/04/2018	Final Action:	
Title:	Approve the Notice of Completion for the Solano County Health & Social Services Building Improvements at 2101 Courage Drive in Fairfield by R.L. Ziegenbein Construction Inc. of Alamo; and Authorize the Clerk of the Board to record the executed Notice of Completion		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Notice of Completion, B - Summary of Project Funding and Expense		

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ☐ No ☒
Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

The Department of General Services recommends that the Board of Supervisors:

1. Approve the Notice of Completion (Attachment A) for the Solano County Health & Social Services Building Improvements at 2101 Courage Drive in Fairfield by R.L. Ziegenbein Construction Inc. of Alamo; and
2. Authorize the Clerk of the Board to record the executed Notice of Completion.

SUMMARY/DISCUSSION:

On August 8, 2017, the Board awarded a construction contract to R.L. Ziegenbein Construction, Inc. for the Solano County Health & Social Services Building Improvements at 2101 Courage Drive (Project). During the course of the construction, the quality of work satisfied the requirements of the construction documents and has been deemed code compliant. The Project consisted of code improvements to public restrooms to bring the restrooms up to current code requirements.

The General Services Department is requesting that the Board approve the Notice of Completion for the Project and authorize the Clerk of the Board to record the document and allow release of retention funds held by the County.

FINANCIAL IMPACT:

The Board originally approved \$626,000 from the Accumulated Capital Outlay Fund (in Budget Unit 1670) to support two phases of work at the 2101 Courage Drive location, to be performed under separate construction contracts. The first phase of exterior work completed in December, 2016, provided exterior parking and site

improvements at a cost of \$174,388, with the remaining balance of \$451,612 for the second phase of work. In Fiscal Year 2017-18, additional adjustments at mid-year and year-end were added at a net increase of \$29,089 from the Accumulated Capital Outlay Contingency Fund for potential unforeseen building conditions bringing the second phase budget total to \$480,701.

The Board subsequently approved an agreement for \$336,619 with R.L. Ziegenbein Construction, Inc. of Alamo for interior improvements. During construction, two deductive Change Orders totaling \$77,996 were issued to reduce the scope of work for an amended contract for a total of \$258,623. Project expenses including construction, engineering and design fees, permits and project management totaled \$416,388. The projected remaining Phase 2 balance of \$64,313 will be used to complete remaining related improvements resulting from scope reductions. The project budget and expenses are summarized in Attachment B.

The costs associated with preparing the agenda item are nominal and absorbed by the department's FY2018/19 Adopted Budget.

ALTERNATIVES:

The Board could choose not to execute and record the Notice of Completion. This action is not recommended since R.L. Ziegenbein Construction, Inc. has fulfilled the terms of the contract. Failure to adopt the Notice of Completion could result in adverse claims.

OTHER AGENCY INVOLVEMENT:

Solano County Department of Resource Management reviewed and approved the project plans and performed required inspections. Weekly coordination with Health & Social Service Department Divisions (Dental, Mental Health, Substance Abuse and WIC - Women, Infants and Children) took place in order to mitigate interim operational impacts. County Counsel has reviewed the Notice of Completion and approved it as to form.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

When recorded return to:
Department of General Services
675 Texas Street, Suite 2500
Fairfield, CA 94533

NOTICE OF COMPLETION

NOTICE IS GIVEN that the undersigned:

County of Solano, OWNER, 675 Texas Street, Fairfield, California 94533, caused certain construction work to be performed within the County of Solano, which work is generally described as follows:

Project: 1670 - Solano County Health & Social Services Building Improvements

Address: 2101 Courage Drive
Fairfield, CA 94533

Nature of the
Interest of
the Owner: Fee

Parcel #(s): APN: 0028782030

That the contract for the performance of such work was awarded to R.L. Ziegenbein Construction, Inc. of Alamo, CA; that said work was completed on or about September 11, 2018 and was accepted by the Board of Supervisors and said County of Solano on December 04, 2018; and that R.L. Ziegenbein Construction, Inc. was the contractor; and furthermore, that AmTrust Surety was the surety on the contractor's bonds.

State of California}
County of Solano}

The undersigned, John M. Vasquez, being duly sworn says that he is the Chair of the Solano County Board of Supervisors; that he is the person signing the above document; and that he swears under penalty of perjury that he has read the same, knows the contents thereof, and that the facts stated above are true.

By _____
JOHN M. VASQUEZ, Chair
Solano County Board of Supervisors

Attested:

By _____ Date _____
Jeanette Neiger, Chief Deputy Clerk

**Solano County Health & Social Services Building Improvements
2101 Courage Drive, Fairfield**

Summary of Project Budget and Expenses

Approved Project Budget (Phase 2)	\$ 480,701
	<hr/>
Total Project Budget	\$ 480,701
	<hr/>
Construction Expense	
Construction Contract (Phase 2 - Interior Improvements)	\$ 336,619
Change Order #1	\$ (64,384)
Change Order #2	\$ (13,612)
	<hr/>
Construction Expense	\$ 258,623
	<hr/>
Other Project Expense	
Project Management	\$ 108,654
Engineering and Design Fees	\$ 39,741
Permits / Inspections	\$ 5,142
Miscellaneous Expense	\$ 4,228
	<hr/>
Total Other Project Expense	\$ 157,765
	<hr/>
Total Project Expense	\$ 416,388
	<hr/>
Project Fund Balance	\$ 64,313
(Balance to be used for subsequent phases of building improvements)	<hr/> <hr/>



Solano County

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

Agenda Submittal

Agenda #:	11	Status:	Consent Calendar
Type:	Contract	Department:	General Services
File #:	18-838	Contact:	Keith Hanson, 784-7906
Agenda date:	12/04/2018	Final Action:	
Title:	Approve the First Amendments to the Operation and Management Agreements with the 6 veterans associations for the 6 veterans memorial buildings in Solano County; and Authorize the County Administrator or designee to execute the agreements and any subsequent amendments		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - List of Solano Veterans Memorial Buildings, B - Link to Veterans Bldgs O&M Agreements, C - First Amendments, D - Responsibility Matrix		

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ☐ No ☒

Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

The Department of General Services recommends that the Board of Supervisors:

1. Approve the First Amendments to the Operation and Management Agreements with the 6 veterans associations for the 6 veterans memorial buildings in Solano County; and
2. Authorize the County Administrator or designee to execute the agreement and any subsequent amendments.

SUMMARY:

The Department of General Services is recommending the Board approve the First Amendments to the Operation and Management (O&M) Agreements with the 6 veterans associations for the 6 veterans memorial buildings in Solano County. The O&M Agreements commenced in 2016 and expire in 2021. The First Amendments modify building maintenance responsibilities of the veterans associations and the County.

FINANCIAL IMPACT:

Using the agreed upon costs for the maintenance responsibilities, the cost to the General Fund is estimated to be \$50,000 annually and will impact the Department of General Services - Facilities Operations Budget Unit 1652. First year costs will be greater due to deferred one-time costs. This estimate will be reviewed and revised after operating under the new amendments for one full year.

The costs associated with preparing the agenda item are nominal and absorbed by the department's FY2018/19 Adopted Budget.

DISCUSSION:

The County owns 6 veterans memorial buildings and has O&M agreements with veterans associations for each building as illustrated in Attachment A. The O&M agreements (Attachment B) are all virtually identical, and grant the veterans associations exclusive use of the buildings in exchange for a certain level of responsibility towards repair and maintenance of the buildings. Whereas the current O&M agreements require the veterans associations to be responsible for repairs and maintenance for individual items that are less than \$1,000, and the County to be responsible for items equal to or over \$1,000, the First Amendments (Attachment C), which are also virtually identical, require the veterans and the County to each be responsible for certain items, regardless of cost, as outlined in the responsibility matrix (Attachment D).

The responsibility modifications attain two primary goals: 1) returns the control of asset maintenance and preservation to the County, as the veterans memorial buildings are valuable community assets; and 2) eases the physical and financial burdens for the veterans association members. Staff will provide an update to the Board regarding costs after operating under the new amendments for one full year.

ALTERNATIVES:

The Board may choose to not approve the amendments or the Board may choose to make modifications to the amendments, which will require approval by the 6 veterans associations. Neither alternative is recommended as the amendments result in positive changes for both the County and the veterans associations.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed and approved the First Amendments as to form.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

Attachment A

Solano County Veterans Memorial Buildings

VETERANS MEMORIAL BUILDING	VETERANS ASSOCIATION
BENICIA VETERANS MEMORIAL BUILDING AND COMMUNITY CENTER 1150 First Street	Benicia Veterans House Commission
DIXON VETERANS MEMORIAL HALL 1305 North First Street	American Legion Post 208
RIO VISTA VETERANS MEMORIAL BUILDING 610 Saint Francis Way	American Legion Post No. 178
SUISUN VETERANS MEMORIAL BUILDING 427 Main Street	Suisun Veterans Memorial Building Committee
VACAVILLE VETERANS MEMORIAL BUILDING 549 Merchant Street	Vacaville Veterans Building Association
VALLEJO VETERANS MEMORIAL BUILDING 420 Admiral Callaghan Lane	Vallejo Veterans Memorial Building Council

The following document can be accessed via the link in the list below, in addition to being on file with the Clerk of the Board.

1. [B - Veterans Bldgs O&M Agreements](#)

**FIRST AMENDMENT TO
OPERATION AND MANAGEMENT AGREEMENT
BENICIA VETERANS MEMORIAL BUILDING AND COMMUNITY CENTER**

This First Amendment is entered into on _____, 2018 between the County of Solano, a political subdivision of the State of California ("County") and the Benicia Veterans House Commission, a commission comprised of the Veterans of Foreign Wars Post No. 3928 and the American Legion Post No. 101 (collectively referred to as the "Commission") to amend the Operation and Management Agreement dated May 1, 2016 ("Agreement"), for the property located at 1150 First Street, Benicia, CA 94510. County and Commission desire to amend the Agreement as follows:

1. Responsibilities of the Commission

Section 3 A of the Agreement is deleted in its entirety and replaced with the following:

A. Keep the Premises in good, clean and operable condition, and shall be responsible for the cost and prosecution of all maintenance, repairs and replacement of items identified as Veterans' responsibilities in Exhibit B attached to and made a part of this Agreement.

2. Responsibilities of the County

Section 4 of the Agreement is deleted in its entirety and replaced with the following:

4. Responsibilities of the County

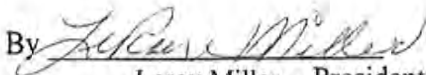
A. Consistent with the budgetary approval of the Board of Supervisors, the County shall be responsible for the cost and prosecution of all maintenance, repairs and replacement of items identified as General Services' responsibilities in Exhibit B attached to and made a part of this agreement.

Except as set forth in this First Amendment, all other terms and conditions specified in the Operation and Management Agreement remain in full force and effect.

COUNTY OF SOLANO

BENICIA VETERANS HOUSE
COMMISSION

By _____
Birgitta E. Corsello, County Administrator

By 
Leroy Miller, President

APPROVED AS TO FORM

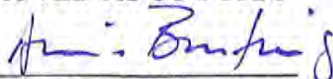
By 
County Counsel

Exhibit B

Veterans Hall Responsibility Matrix		
Building Services Provided	Responsible party	Notes
Utilities:		
Electric	Veterans	
Gas	Veterans	
Water and Sewer	Veterans	
Trash/Recycling Removal	Veterans	
Telephone systems	Veterans	
Appliances	Veterans	
Art	Veterans	
AV Equipment	Veterans	
Backflow Prevention Device	General Services - Facilities	
Carpet (<i>safety/non-cosmetic</i>)	General Services - Facilities	
Carpet (<i>cosmetic/upgrade</i>)	Veterans	
Computers/Peripherals	Veterans	
Doors & Closers	General Services - Facilities	
Electrical (systems)	General Services - Facilities	
Electrical (outlet repair)	General Services - Facilities	
Electrical (outlet installation - added)	Veterans	Responsible for funding of additional circuits
Elevators	General Services - Facilities	
Exterior Lighting	General Services - Facilities	
Fencing	General Services - Facilities	
Fire Systems/Monitoring	General Services - Facilities	
Fire Alarm Monitoring	General Services - Facilities	
Fire Extinguishers Maintenance	General Services - Facilities	Monthly Inspections are the Veterans responsibility
Furniture	Veterans	
HAZMAT Remediation	General Services - Facilities	
HVAC Systems	General Services - Facilities	
Interior Finishes	General Services - Facilities	
Graffiti Removal	Veterans	
Janitorial Services/Window Cleaning	Veterans	
Keys (<i>doors, rekey copies, coded</i>)	General Services - Facilities	
Keys (<i>furniture, replace LOST</i>)	Veterans	Responsible for funding when rekeying due to lost keys
Landscaping/Grounds	Veterans	Includes irrigation backflow devices
Lighting Systems	General Services - Facilities	
Lighting (bulbs, task lighting, additional fixtures)	Veterans	
Painting (<i>Life cycle and repair touch up</i>)	General Services - Facilities	
Painting (<i>Aesthetic</i>)	Veterans	
Parking Lot	General Services - Facilities	
Pest Control	Veterans	
Glazing Systems	General Services - Facilities	
Phones Systems/Peripherals	Veterans	
Plumbing (systems)	General Services - Facilities	
Plumbing (clogs, leaks, repairs)	Veterans	
Roof	General Services - Facilities	
Security Systems/Monitoring	Veterans	
Signage (<i>compliance/directional/way-finding</i>)	General Services - Facilities	
Signage (<i>non-directional</i>)	Veterans	
Water Filtration/Conditioning Systems	Veterans	
If you need a work order open please contact Facilities at 707-784-6335		

**FIRST AMENDMENT TO
OPERATION AND MANAGEMENT AGREEMENT
DIXON VETERANS MEMORIAL HALL**

This First Amendment is entered into on _____, 2018 between the County of Solano, a political subdivision of the State of California ("**County**") and the American Legion Post 208 (the "**American Legion**") to amend the Operation and Management Agreement dated July 24, 2016 ("Agreement"), for the property located at 1305 North First Street, Dixon, California 95620. County and American Legion desire to amend the Agreement as follows:

1. Responsibilities of the American Legion

Section 4 A of the Agreement is deleted in its entirety and replaced with the following:

A. Keep the Premises in good, clean and operable condition, and shall be responsible for the cost and prosecution of all maintenance, repairs and replacement of items identified as Veterans' responsibilities in Exhibit B attached to and made a part of this Agreement.

2. Responsibilities of the County

Section 5 of the Agreement is deleted in its entirety and replaced with the following:

5. Responsibilities of the County

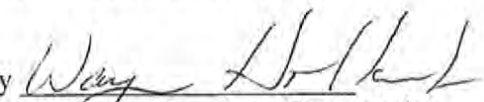
A. Consistent with the budgetary approval of the Board of Supervisors, the County shall be responsible for the cost and prosecution of all maintenance, repairs and replacement of items identified as General Services' responsibilities in Exhibit B attached to and made a part of this agreement.

Except as set forth in this First Amendment, all other terms and conditions specified in the Operation and Management Agreement remain in full force and effect.

COUNTY OF SOLANO

AMERICAN LEGION, POST 208

By _____
Birgitta E. Corsello, County Administrator

By 
Wayne Holland, Commander

APPROVED AS TO FORM

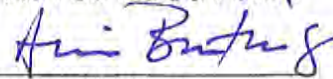
By 
County Counsel

Exhibit B

Veterans Hall Responsibility Matrix		
Building Services Provided	Responsible party	Notes
Utilities:		
Electric	Veterans	
Gas	Veterans	
Water and Sewer	Veterans	
Trash/Recycling Removal	Veterans	
Telephone systems	Veterans	
Appliances	Veterans	
Art	Veterans	
AV Equipment	Veterans	
Backflow Prevention Device	General Services - Facilities	
Carpet (<i>safety/non-cosmetic</i>)	General Services - Facilities	
Carpet (<i>cosmetic/upgrade</i>)	Veterans	
Computers/Peripherals	Veterans	
Doors & Closers	General Services - Facilities	
Electrical (systems)	General Services - Facilities	
Electrical (outlet repair)	General Services - Facilities	
Electrical (outlet installation - added)	Veterans	Responsible for funding of additional circuits
Elevators	General Services - Facilities	
Exterior Lighting	General Services - Facilities	
Fencing	General Services - Facilities	
Fire Systems/Monitoring	General Services - Facilities	
Fire Alarm Monitoring	General Services - Facilities	
Fire Extinguishers Maintenance	General Services - Facilities	Monthly Inspections are the Veterans responsibility
Furniture	Veterans	
HAZMAT Remediation	General Services - Facilities	
HVAC Systems	General Services - Facilities	
Interior Finishes	General Services - Facilities	
Graffiti Removal	Veterans	
Janitorial Services/Window Cleaning	Veterans	
Keys (<i>doors, rekey copies, coded</i>)	General Services - Facilities	
Keys (<i>furniture, replace LOST</i>)	Veterans	Responsible for funding when rekeying due to lost keys
Landscaping/Grounds	Veterans	Includes irrigation backflow devices
Lighting Systems	General Services - Facilities	
Lighting (bulbs, task lighting, additional fixtures)	Veterans	
Painting (<i>Life cycle and repair touch up</i>)	General Services - Facilities	
Painting (<i>Aesthetic</i>)	Veterans	
Parking Lot	General Services - Facilities	
Pest Control	Veterans	
Glazing Systems	General Services - Facilities	
Phones Systems/Peripherals	Veterans	
Plumbing (systems)	General Services - Facilities	
Plumbing (clogs, leaks, repairs)	Veterans	
Roof	General Services - Facilities	
Security Systems/Monitoring	Veterans	
Signage (<i>compliance/directional/way-finding</i>)	General Services - Facilities	
Signage (<i>non-directional</i>)	Veterans	
Water Filtration/Conditioning Systems	Veterans	
If you need a work order open please contact Facilities at 707-784-6335		

**FIRST AMENDMENT TO
OPERATION AND MANAGEMENT AGREEMENT
RIO VISTA VETERANS MEMORIAL BUILDING**

This First Amendment is entered into on _____, 2018 between the County of Solano, a political subdivision of the State of California ("**County**") and the American Legion Post No. 178 (the "**American Legion**") to amend the Operation and Management Agreement dated May 1, 2016 ("**Agreement**"), for the property located at 610 Saint Francis Way, Rio Vista, CA 94571. County and American Legion desire to amend the Agreement as follows:

1. Responsibilities of the American Legion

Section 3 A of the Agreement is deleted in its entirety and replaced with the following:

A. Keep the Premises in good, clean and operable condition, and shall be responsible for the cost and prosecution of all maintenance, repairs and replacement of items identified as Veterans' responsibilities in Exhibit B attached to and made a part of this Agreement.

2. Responsibilities of the County

Section 4 of the Agreement is deleted in its entirety and replaced with the following:

4. Responsibilities of the County

A. Consistent with the budgetary approval of the Board of Supervisors, the County shall be responsible for the cost and prosecution of all maintenance, repairs and replacement of items identified as General Services' responsibilities in Exhibit B attached to and made a part of this agreement.

Except as set forth in this First Amendment, all other terms and conditions specified in the Operation and Management Agreement remain in full force and effect.

COUNTY OF SOLANO

AMERICAN LEGION POST No. 178

By _____
Birgitta E. Corsello, County Administrator

By 
NOEL O'BRIEN Commander

APPROVED AS TO FORM

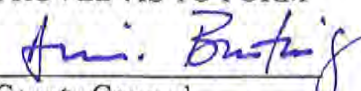
By 
County Counsel

Exhibit B

Veterans Hall Responsibility Matrix		
Building Services Provided	Responsible party	Notes
Utilities:		
Electric	Veterans	
Gas	Veterans	
Water and Sewer	Veterans	
Trash/Recycling Removal	Veterans	
Telephone systems	Veterans	
Appliances	Veterans	
Art	Veterans	
AV Equipment	Veterans	
Backflow Prevention Device	General Services - Facilities	
Carpet (<i>safety/non-cosmetic</i>)	General Services - Facilities	
Carpet (<i>cosmetic/upgrade</i>)	Veterans	
Computers/Peripherals	Veterans	
Doors & Closers	General Services - Facilities	
Electrical (systems)	General Services - Facilities	
Electrical (outlet repair)	General Services - Facilities	
Electrical (outlet installation - added)	Veterans	Responsible for funding of additional circuits
Elevators	General Services - Facilities	
Exterior Lighting	General Services - Facilities	
Fencing	General Services - Facilities	
Fire Systems/Monitoring	General Services - Facilities	
Fire Alarm Monitoring	General Services - Facilities	
Fire Extinguishers Maintenance	General Services - Facilities	Monthly Inspections are the Veterans responsibility
Furniture	Veterans	
HAZMAT Remediation	General Services - Facilities	
HVAC Systems	General Services - Facilities	
Interior Finishes	General Services - Facilities	
Graffiti Removal	Veterans	
Janitorial Services/Window Cleaning	Veterans	
Keys (<i>doors, rekey copies, coded</i>)	General Services - Facilities	
Keys (<i>furniture, replace LOST</i>)	Veterans	Responsible for funding when rekeying due to lost keys
Landscaping/Grounds	Veterans	Includes irrigation backflow devices
Lighting Systems	General Services - Facilities	
Lighting (bulbs, task lighting, additional fixtures)	Veterans	
Painting (<i>Life cycle and repair touch up</i>)	General Services - Facilities	
Painting (<i>Aesthetic</i>)	Veterans	
Parking Lot	General Services - Facilities	
Pest Control	Veterans	
Glazing Systems	General Services - Facilities	
Phones Systems/Peripherals	Veterans	
Plumbing (systems)	General Services - Facilities	
Plumbing (clogs, leaks, repairs)	Veterans	
Roof	General Services - Facilities	
Security Systems/Monitoring	Veterans	
Signage (<i>compliance/directional/way-finding</i>)	General Services - Facilities	
Signage (<i>non-directional</i>)	Veterans	
Water Filtration/Conditioning Systems	Veterans	
If you need a work order open please contact Facilities at 707-784-6335		

**FIRST AMENDMENT TO
OPERATION AND MANAGEMENT AGREEMENT
SUISUN VETERANS MEMORIAL BUILDING**

This First Amendment is entered into on _____, 2018 between the County of Solano, a political subdivision of the State of California ("**County**") and the Suisun Veterans Memorial Building Committee, a committee comprised of the Veterans of Foreign Wars Post No. 2333, the American Legion Post No. 182, the Disabled American Veterans Chapter 81; the Military Order of the Purple Heart Chapter 95; the Military Order of the Cootie; and the 40 & 8 (collectively referred to as the "**Committee**") to amend the Operation and Management Agreement dated May 1, 2016 ("**Agreement**"), for the property located at 427 Main Street, Suisun City, CA 94585. County and Committee desire to amend the Agreement as follows:

1. Responsibilities of the Committee

Section 3 A of the Agreement is deleted in its entirety and replaced with the following:

A. Keep the Premises in good, clean and operable condition, and shall be responsible for the cost and prosecution of all maintenance, repairs and replacement of items identified as Veterans' responsibilities in Exhibit B attached to and made a part of this Agreement.

2. Responsibilities of the County

Section 4 of the Agreement is deleted in its entirety and replaced with the following:

4. Responsibilities of the County


A. Consistent with the budgetary approval of the Board of Supervisors, the County shall be responsible for the cost and prosecution of all maintenance, repairs and replacement of items identified as General Services' responsibilities in Exhibit B attached to and made a part of this agreement.

Except as set forth in this First Amendment, all other terms and conditions specified in the Operation and Management Agreement remain in full force and effect.

COUNTY OF SOLANO

SUISUN VETERANS MEMORIAL
BUILDING COMMITTEE

By _____
Birgitta E. Corsello, County Administrator

By 
Robert A. Olmstead, Chairman

APPROVED AS TO FORM

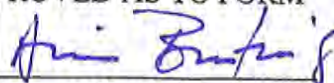
By 
County Counsel

Exhibit B

Veterans Hall Responsibility Matrix		
Building Services Provided	Responsible party	Notes
Utilities:		
Electric	Veterans	
Gas	Veterans	
Water and Sewer	Veterans	
Trash/Recycling Removal	Veterans	
Telephone systems	Veterans	
Appliances	Veterans	
Art	Veterans	
AV Equipment	Veterans	
Backflow Prevention Device	General Services - Facilities	
Carpet (<i>safety/non-cosmetic</i>)	General Services - Facilities	
Carpet (<i>cosmetic/upgrade</i>)	Veterans	
Computers/Peripherals	Veterans	
Doors & Closers	General Services - Facilities	
Electrical (systems)	General Services - Facilities	
Electrical (outlet repair)	General Services - Facilities	
Electrical (outlet installation - added)	Veterans	Responsible for funding of additional circuits
Elevators	General Services - Facilities	
Exterior Lighting	General Services - Facilities	
Fencing	General Services - Facilities	
Fire Systems/Monitoring	General Services - Facilities	
Fire Alarm Monitoring	General Services - Facilities	
Fire Extinguishers Maintenance	General Services - Facilities	Monthly Inspections are the Veterans responsibility
Furniture	Veterans	
HAZMAT Remediation	General Services - Facilities	
HVAC Systems	General Services - Facilities	
Interior Finishes	General Services - Facilities	
Graffiti Removal	Veterans	
Janitorial Services/Window Cleaning	Veterans	
Keys (<i>doors, rekey copies, coded</i>)	General Services - Facilities	
Keys (<i>furniture, replace LOST</i>)	Veterans	Responsible for funding when rekeying due to lost keys
Landscaping/Grounds	Veterans	Includes irrigation backflow devices
Lighting Systems	General Services - Facilities	
Lighting (bulbs, task lighting, additional fixtures)	Veterans	
Painting (<i>Life cycle and repair touch up</i>)	General Services - Facilities	
Painting (<i>Aesthetic</i>)	Veterans	
Parking Lot	General Services - Facilities	
Pest Control	Veterans	
Glazing Systems	General Services - Facilities	
Phones Systems/Peripherals	Veterans	
Plumbing (systems)	General Services - Facilities	
Plumbing (clogs, leaks, repairs)	Veterans	
Roof	General Services - Facilities	
Security Systems/Monitoring	Veterans	
Signage (<i>compliance/directional/way-finding</i>)	General Services - Facilities	
Signage (<i>non-directional</i>)	Veterans	
Water Filtration/Conditioning Systems	Veterans	
If you need a work order open please contact Facilities at 707-784-6335		

**FIRST AMENDMENT TO
OPERATION AND MANAGEMENT AGREEMENT
VACAVILLE VETERANS MEMORIAL BUILDING**

This First Amendment is entered into on _____, 2018 between the County of Solano, a political subdivision of the State of California ("**County**") and the Vacaville Veterans Building Association, an association comprised of the American Legion, Post 165; the Disabled American Veterans, Chapter 84; the United Veterans Memorial Association; the Veterans of Foreign Wars, Post 7244; and the American Veterans (AMVETS) Post 1776, (collectively referred to as the "**Association**") to amend the Operation and Management Agreement dated May 1, 2016 ("**Agreement**"), for the property located at 549 Merchant Street, Vacaville, CA 95688. County and Association desire to amend the Agreement as follows:

1. Responsibilities of the Association

Section 3 A of the Agreement is deleted in its entirety and replaced with the following:

A. Keep the Premises in good, clean and operable condition, and shall be responsible for the cost and prosecution of all maintenance, repairs and replacement of items identified as Veterans' responsibilities in Exhibit B attached to and made a part of this Agreement.

2. Responsibilities of the County

Section 4 of the Agreement is deleted in its entirety and replaced with the following:

4. Responsibilities of the County

A. Consistent with the budgetary approval of the Board of Supervisors, the County shall be responsible for the cost and prosecution of all maintenance, repairs and replacement of items identified as General Services' responsibilities in Exhibit B attached to and made a part of this agreement.

Except as set forth in this First Amendment, all other terms and conditions specified in the Operation and Management Agreement remain in full force and effect.

COUNTY OF SOLANO

VACAVILLE VETERANS BUILDING
ASSOCIATION

By _____
Birgitta E. Corsello, County Administrator

By Greg Artau
Greg Artau, President

APPROVED AS TO FORM

By Ami. Borker
County Counsel

Exhibit B

Veterans Hall Responsibility Matrix		
Building Services Provided	Responsible party	Notes
Utilities:		
Electric	Veterans	
Gas	Veterans	
Water and Sewer	Veterans	
Trash/Recycling Removal	Veterans	
Telephone systems	Veterans	
Appliances	Veterans	
Art	Veterans	
AV Equipment	Veterans	
Backflow Prevention Device	General Services - Facilities	
Carpet (safety/non-cosmetic)	General Services - Facilities	
Carpet (cosmetic/upgrade)	Veterans	
Computers/Peripherals	Veterans	
Doors & Closers	General Services - Facilities	
Electrical (systems)	General Services - Facilities	
Electrical (outlet repair)	General Services - Facilities	
Electrical (outlet installation - added)	Veterans	Responsible for funding of additional circuits
Elevators	General Services - Facilities	
Exterior Lighting	General Services - Facilities	
Fencing	General Services - Facilities	
Fire Systems/Monitoring	General Services - Facilities	
Fire Alarm Monitoring	General Services - Facilities	
Fire Extinguishers Maintenance	General Services - Facilities	Monthly Inspections are the Veterans responsibility
Furniture	Veterans	
HAZMAT Remediation	General Services - Facilities	
HVAC Systems	General Services - Facilities	
Interior Finishes	General Services - Facilities	
Graffiti Removal	Veterans	
Janitorial Services/Window Cleaning	Veterans	
Keys (doors, rekey copies, coded)	General Services - Facilities	
Keys (furniture, replace LOST)	Veterans	Responsible for funding when rekeying due to lost keys
Landscaping/Grounds	Veterans	Includes irrigation backflow devices
Lighting Systems	General Services - Facilities	
Lighting (bulbs, task lighting, additional fixtures)	Veterans	
Painting (Life cycle and repair touch up)	General Services - Facilities	
Painting (Aesthetic)	Veterans	
Parking Lot	General Services - Facilities	
Pest Control	Veterans	
Glazing Systems	General Services - Facilities	
Phones Systems/Peripherals	Veterans	
Plumbing (systems)	General Services - Facilities	
Plumbing (clogs, leaks, repairs)	Veterans	
Roof	General Services - Facilities	
Security Systems/Monitoring	Veterans	
Signage (compliance/directional/way-finding)	General Services - Facilities	
Signage (non-directional)	Veterans	
Water Filtration/Conditioning Systems	Veterans	
If you need a work order open please contact Facilities at 707-784-6335		

**FIRST AMENDMENT TO
OPERATION AND MANAGEMENT AGREEMENT
VALLEJO VETERANS MEMORIAL BUILDING**

This First Amendment is entered into on _____, 2018 between the County of Solano, a political subdivision of the State of California ("County") and the Vallejo Veterans Memorial Building Council, an association comprised of The American Legion Vallejo, Post 104; The American Legion Mare Island Navy Yard, Post 550; The American Legion, Post 603; The Disabled American Veterans, Chapter 21; The Filipino-American Retired United States Armed Forces Association; The Fleet Reserve Association, Branch 8; The United States Submarine Veterans, Incorporated, Mare Island Base; and The Veterans of Foreign Wars, Post 1123 (collectively referred to as the "Council") to amend the Operation and Management Agreement dated May 1, 2016 ("Agreement"), for the property located at 420 Admiral Callaghan Lane, Vallejo, California 94591. County and Council desire to amend the Agreement as follows:

1. Responsibilities of the Council

Section 3 A of the Agreement is deleted in its entirety and replaced with the following:

A. Keep the Premises in good, clean and operable condition, and shall be responsible for the cost and prosecution of all maintenance, repairs and replacement of items identified as Veterans' responsibilities in Exhibit B attached to and made a part of this Agreement.

2. Responsibilities of the County

Section 4 of the Agreement is deleted in its entirety and replaced with the following:

4. Responsibilities of the County

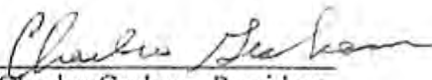
A. Consistent with the budgetary approval of the Board of Supervisors, the County shall be responsible for the cost and prosecution of all maintenance, repairs and replacement of items identified as General Services' responsibilities in Exhibit B attached to and made a part of this agreement.

Except as set forth in this First Amendment, all other terms and conditions specified in the Operation and Management Agreement remain in full force and effect.

COUNTY OF SOLANO

VALLEJO VETERANS MEMORIAL
BUILDING COUNCIL

By _____
Birgitta E. Corsello, County Administrator

By 
Charles Graham, President

APPROVED AS TO FORM

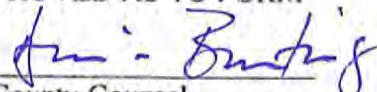
By 
County Counsel

Exhibit B

Veterans Hall Responsibility Matrix		
Building Services Provided	Responsible party	Notes
Utilities:		
Electric	Veterans	
Gas	Veterans	
Water and Sewer	Veterans	
Trash/Recycling Removal	Veterans	
Telephone systems	Veterans	
Appliances	Veterans	
Art	Veterans	
AV Equipment	Veterans	
Backflow Prevention Device	General Services - Facilities	
Carpet (safety/non-cosmetic)	General Services - Facilities	
Carpet (cosmetic/upgrade)	Veterans	
Computers/Peripherals	Veterans	
Doors & Closers	General Services - Facilities	
Electrical (systems)	General Services - Facilities	
Electrical (outlet repair)	General Services - Facilities	
Electrical (outlet installation - added)	Veterans	Responsible for funding of additional circuits
Elevators	General Services - Facilities	
Exterior Lighting	General Services - Facilities	
Fencing	General Services - Facilities	
Fire Systems/Monitoring	General Services - Facilities	
Fire Alarm Monitoring	General Services - Facilities	
Fire Extinguishers Maintenance	General Services - Facilities	Monthly Inspections are the Veterans responsibility
Furniture	Veterans	
HAZMAT Remediation	General Services - Facilities	
HVAC Systems	General Services - Facilities	
Interior Finishes	General Services - Facilities	
Graffiti Removal	Veterans	
Janitorial Services/Window Cleaning	Veterans	
Keys (doors, rekey copies, coded)	General Services - Facilities	
Keys (furniture, replace LOST)	Veterans	Responsible for funding when rekeying due to lost keys
Landscaping/Grounds	Veterans	Includes irrigation backflow devices
Lighting Systems	General Services - Facilities	
Lighting (bulbs, task lighting, additional fixtures)	Veterans	
Painting (Life cycle and repair touch up)	General Services - Facilities	
Painting (Aesthetic)	Veterans	
Parking Lot	General Services - Facilities	
Pest Control	Veterans	
Glazing Systems	General Services - Facilities	
Phones Systems/Peripherals	Veterans	
Plumbing (systems)	General Services - Facilities	
Plumbing (clogs, leaks, repairs)	Veterans	
Roof	General Services - Facilities	
Security Systems/Monitoring	Veterans	
Signage (compliance/directional/way-finding)	General Services - Facilities	
Signage (non-directional)	Veterans	
Water Filtration/Conditioning Systems	Veterans	
If you need a work order open please contact Facilities at 707-784-6335		

Responsibility Matrix		
Building Services Provided	Responsible Party	Notes
Utilities:		
Electric	Veterans	
Gas	Veterans	
Water and Sewer	Veterans	
Trash/Recycling Removal	Veterans	
Telephone systems	Veterans	
Appliances	Veterans	
Art	Veterans	
AV Equipment	Veterans	
Backflow Prevention Device	General Services - Facilities	
Carpet (<i>safety/non-cosmetic</i>)	General Services - Facilities	
Carpet (<i>cosmetic/upgrade</i>)	Veterans	
Computers/Peripherals	Veterans	
Doors & Closers	General Services - Facilities	
Electrical (systems)	General Services - Facilities	
Electrical (outlet repair)	General Services - Facilities	
Electrical (outlet installation - added)	Veterans	Responsible for funding of additional circuits
Elevators	General Services - Facilities	
Exterior Lighting	General Services - Facilities	
Fencing	General Services - Facilities	
Fire Systems/Monitoring	General Services - Facilities	
Fire Alarm Monitoring	General Services - Facilities	
Fire Extinguishers Maintenance	General Services - Facilities	Monthly Inspections are the Veterans responsibility
Furniture	Veterans	
HAZMAT Remediation	General Services - Facilities	
HVAC Systems	General Services - Facilities	
Interior Finishes	General Services - Facilities	
Graffiti Removal	Veterans	
Janitorial Services/Window Cleaning	Veterans	
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Painting (<i>Aesthetic</i>)	Veterans	
Parking Lot	General Services - Facilities	
Pest Control	Veterans	
Glazing Systems	General Services - Facilities	
Phones Systems/Peripherals	Veterans	
Plumbing (systems)	General Services - Facilities	
Plumbing (<i>clogs, leaks, repairs</i>)	Veterans	
Roof	General Services - Facilities	
Security Systems/Monitoring	Veterans	
Signage (<i>compliance/directional/way-finding</i>)	General Services - Facilities	
Signage (<i>non-directional</i>)	Veterans	
Water Filtration/Conditioning Systems	Veterans	
If you need a work order open please contact Facilities at 707-784-6335		



Solano County

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

Agenda Submittal

Agenda #:	12	Status:	Consent Calendar
Type:	Contract	Department:	General Services
File #:	18-846	Contact:	Mark A.Hummel, 784-7908
Agenda date:	12/04/2018	Final Action:	
Title:	Approve an agreement with Anthem Builders, Inc. of Roseville for \$152,000 for the Repairs at New Kennel Building Project at 2520 Clay Bank Road in Fairfield; and Authorize the County Administrator or designee to execute the agreement and any amendments within the approved project budget		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Agreement, B - Project Funding and Budget Summary		

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ☐ No ☒
Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

The Department of General Services recommends that the Board of Supervisors:

1. Approve an agreement with Anthem Builders, Inc. of Roseville for \$152,000 for the Repairs at New Kennel Building Project (Project) at 2520 Clay Bank Road in Fairfield; and
2. Authorize the County Administrator or designee to execute the agreement and any amendments within the approved budget.

SUMMARY:

The Department of General Services recommends the Board approve an agreement (Attachment A) for \$152,000 with Anthem Builders, Inc. as the lowest responsible bidder for the Repairs at New Kennel Building Project (Project) located at 2520 Clay Bank Road in Fairfield.

FINANCIAL IMPACT:

The total approved budget for Phase 3 (Renovation of Existing Animal Shelter Building) of the Animal Care Expansion Project is \$3,100,788. This Project is one of two work efforts under Phase 3 - the final phase of current upgrades to the Animal Care site. The total estimated project budget for this Project is \$286,200 which includes the recommended construction cost of \$152,000; project management costs of \$10,000; engineering and design fees of \$21,956; permit/inspection fees of \$2,289; and contingency of \$99,955 (Attachment B). The Project is financed from Capital Renewal Reserve within Budget Unit 1773.

The costs associated with preparing the agenda item are nominal and absorbed by the department's FY2018/19 Adopted Budget.

DISCUSSION:

Phase 3 was originally advertised in May 2018 as a single work effort, both for repairs to the New Kennel building as well as the renovation and remodeling of the nearby original kennel/ administration building. Bids received at that time exceeded the estimated construction cost and corresponding construction budget. The bids were therefore rejected, with a re-bid set for fall 2018 when market conditions may be more competitive. The New Kennel repairs (Project) have meanwhile been bid separately to expedite the repair of water-damaged finishes in areas of the New Kennel Building. Meanwhile, the original kennel/administration building Phase 3 work effort went out to bid on November 18, 2018.

The Project consists of removing water-damaged finishes, primarily along the lower portion of hallway walls in the kennel areas of the facility, with more resistant materials as well as replacing laminate counters with stainless steel counters. Additional water-resistant flooring transitions will be added along hallways and kennels fronts.

The Project was competitively bid in an open market as required by Public Contract Code. A total of 102 contractors were notified; of those, 47 were local and 7 (2 local) showed for the site walk. A single bid was received with Anthem Builders, Inc. as the lowest responsible bidder. The Department of General Services recommends the Board approve a contract for \$152,000 with Anthem Builders, Inc. of Roseville to construct the Project.

ALTERNATIVES:

The Board could reject, postpone, or re-bid the project. These actions are not recommended since the condition of the New Kennel hallway finishes is deteriorating and needs to be replaced.

OTHER AGENCY INVOLVEMENT:

General Services Department's Facilities Operation Division was consulted during preparation of the plans and technical specifications for the project. The Department of Resource Management, Building and Safety Division reviewed and approved the Project plans. County Counsel reviewed and approved the contract as to form.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

AGREEMENT

This Agreement is made as of the 4th day of December, 2018 between the COUNTY OF SOLANO, a political subdivision of the State of California, (referred to as 'Owner') and **ANTHEM BUILDERS, INC.** (referred to as "Contractor") for the following Project:

The Project: **Repairs to New Kennel Building Project**
2520 Clay Bank Road, Fairfield, CA

Architect/Engineer: Kitchell CEM
2450 Venture Oaks Way, Suite 500
Sacramento, CA 95833

The Owner and the Contractor agree as set forth below.

ARTICLE 1 **THE CONTRACT DOCUMENTS**

The Contract documents consist of this Agreement, the General Conditions and those documents enumerated in Sub-paragraph 1.1.1 of the General Conditions, which documents are incorporated into and made a part of this Agreement

ARTICLE 2 **THE WORK**

The Contractor shall perform all the Work required by the Contract Documents for **REPAIRS TO NEW KENNEL BUILDING PROJECT**, 2520 Clay Bank Road Fairfield, CA.

ARTICLE 3 **TIME OF COMMENCEMENT AND SUBSTANTIAL COMPLETION**

The Work to be performed under this Contract shall commence no later than five (5) calendar days after the Notice to Proceed is issued to the Contractor, and shall be carried out and completed according to the schedule set forth in Document 00 73 00/ Supplementary Conditions, Section 00 11 00/ Notice to Bidders.

The Contractor agrees that the Work will be substantially completed in **54** calendar days from the Notice to Proceed. The Contractor agrees that the County will suffer economic damages, which may be difficult to quantify, in the event that the Work is not completed within this time period and therefore, Contractor agrees to pay the County liquidated damages in the amount outlined in Document 00 73 00/ Supplementary Conditions, Article 1.4, Liquidated Damages for each and every calendar day of delay beyond the **54** calendar days provided above.

ARTICLE 4
CONTRACT SUM

The County shall pay the Contractor for the performance of the Work, subject to additions and deductions by Change Order or as otherwise provided in the Contract Documents, the Sum of the Base Bid of \$152,000.00.

ARTICLE 5
PROGRESS PAYMENTS

Based upon Applications for Payment submitted to the Project Manager by the Contractor and Project Certificates for Payment issued by the Project Manager/Architect, the County shall make progress payments on account of the Contract Sum to the Contractor as provided in the Contract Documents as follows:

Progress Payments: The Contractor shall on or before the first day of each month, make an estimate of the work performed during the preceding month and submit same to the Project Manager for checking and approval. On or about the 20th day of the month following the month in which the work was performed, the County shall pay to the Contractor ninety-five (95%) percent of the value of said work in place, as checked and approved by the Project Manager. The balance of five (5%) percent of the estimate shall be retained by the County until the time of final acceptance of said work.

The remaining retention would be held until 35 days after the Notice of Completion is filed with the Solano County Recorder's Office and completed according to Section 01 77 00/ Contract Closeout Procedures.

ARTICLE 6
FINAL PAYMENT

Final payment, constituting the entire unpaid balance of the Contract Sum, shall be paid by the County to the Contractor when the Work has been completed, the Contract fully performed, the Architect has issued a Project Certificate for Payment which approves the final payment due the Contractor, Board of Supervisors of Solano County has formally accepted the project as complete by Resolution and Notice of Completion filed by the County Recorder's Office.

ARTICLE 7
MISCELLANEOUS PROVISIONS

- 7.1 **Terms.** Terms used in this Agreement, which are defined in the Document 00 72 00/ General Conditions of the Contract for Construction, shall have the meanings designated in those Conditions.

7.2 **Notices.** Notices shall be addressed as follow:

OWNER:
COUNTY OF SOLANO
Birgitta E. Corsello, County Administrator
675 Texas Street, Suite 2500
Fairfield, CA 94533

CONTRACTOR:
ANTHEM BUILDERS, INC.
Justin Baker
530 6th Street
Roseville, CA 95678

7.3 **Prevailing Wages.** The Contractor agrees that State Prevailing Wages apply to this Project and that the Contractor will pay the rates for each trade or craft and shall require the subcontractors on the project to pay the rates for each trade and craft. The Payroll Submittal Information attached as Section 00 45 46 - Payroll Information is incorporated as if set forth in full and is a part of this Contract. The Contractor agrees to repay the County any and all amounts paid to any subcontractor in violation of Public Contract Code Section 6109.

7.4 **Execution of Contract in Counterparts.** This Contract may be executed in two or more counterparts, each of which together shall be deemed an original, but all of which together shall constitute one and the same instrument, it being understood that all parties need not sign the same counterpart. In the event that any signature is delivered by facsimile or electronic transmission (e.g., by e-mail delivery of a ".pdf" format data file), such signature shall create a valid and binding obligation of the party executing (or on whose behalf such signature is executed) with the same force and effect as if such facsimile or electronic signature page were an original signature.

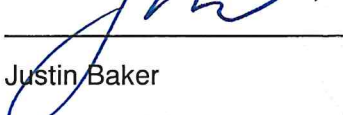
ARTICLE 8
EXECUTION OF AGREEMENT

The parties have executed this Agreement as of the day and year first above written.

COUNTY:

CONTRACTOR:

By: _____
Birgitta E. Corsello, County Administrator
Solano County

By:  _____
Justin Baker
Anthem Builders, Inc.

Date: _____

Date: 11-13-2018

APPROVED AS TO FORM:

County Counsel of Solano County, California


By:  _____

EXHIBIT "A"

SPECIAL MEETING OF:

ANTHEM BUILDERS, INC.

RESOLVED: *Anthem Builders, Inc.*, a California Corporation, (*Corporation*) does hereby authorize ***Justin S. Baker; Patricia Moskalik***, alone or with other officers, to execute any and all instruments, affidavits, certificates, agreements, contracts, and all other instruments, documents, and agreements on behalf of *Anthem Builders, Inc.*, **with full Power of Attorney** as he shall deem necessary or desirable.

FURTHER RESOLVED: That without limitation to any of the forgoing, ***Justin S. Baker; Patricia Moskalik***, as Corporate Officers of *Anthem Builders, Inc.*, shall be and hereby is authorized by the Corporation, to execute on behalf of *Anthem Builders, Inc.*, any of the forgoing described documents as may, in this sole discretion, be deemed necessary or desirable to effect the transactions contemplated herein.

FURTHER RESOLVED: That the Secretary of the Corporation and/or Assistant Secretary of the Corporation, is hereby authorized to attest to the signature of the CEO of the Corporation to any of the forgoing and to apply the seal of the Corporation thereto, provided that neither any such attestation nor application of such seal shall be a prerequisite to the validity and binding effect upon the Corporation of any action authorized in the resolution.


FURTHER RESOLVED: That the Secretary of the Corporation and/or Assistant Secretary of the Corporation is hereby authorized to certify a copy of these resolutions, and to execute a certificate or certificates of incumbency and specimen signatures of the persons entitled to act on behalf of the Corporation in the manner contemplated in these resolutions, and to deliver such certified copy and such certificate to any persons they deem to be appropriate in connection with any of the matters authorized in these resolutions

APPROVED:

WITNESS my hand and seal of the Corporation, this October 23, 2018.

Witness:


Justin S. Baker, CEO
Anthem Builders, Inc.


Amanda Netherby, Assistant Corporate
Secretary
Anthem Builders, Inc.

SEAL

CORPORATE CERTIFICATE

I, Amanda Netherby, do hereby certify that I am the Assistant Corporate Secretary of *Anthem Builders, Inc.*, a California Corporation (Corporation), and that I have the authority to deliver this Certificate on behalf of the Corporation and that the Resolutions set forth in Exhibit "A", attached hereto, and made a part hereof, have been duly adopted by the Board of Directors of the Corporation, and have not been amended, revoked or repealed, and are in full force and effect upon the date hereof, I further certify that the following persons with their signatures set opposite their names are the persons authorized to act on behalf of the Corporation under the provisions of the foregoing Resolutions, and that such persons hold the offices indicated upon the date hereof.

NAME

CORPORATE OFFICER

SIGNATURE

Justin S. Baker

CEO



WITNESS my hand and seal of the Corporation, this October 23, 2018.



Amanda Netherby, Assistant Corporate Secretary
Anthem Builders, Inc.

SEAL



**REPAIRS AT NEW KENNEL BUILDING
2520 CLAY BANK ROAD, FAIRFIELD**

Project Funding Source

BU 1773 (Capital Renewal Reserve)	\$	286,200
		286,200
Total Project Funding	\$	286,200
		286,200

Construction Budget

Construction Cost	\$	152,000
Project Management	\$	10,000
Engineering and Design Fees	\$	21,956
Permits / Inspections	\$	2,289
Contingency	\$	99,955
		99,955
Total Estimated Project Budget	\$	286,200
		286,200



Solano County

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

Agenda Submittal

Agenda #: 13
Type: Contract
File #: 18-859
Agenda date: 12/04/2018
Status: Consent Calendar
Department: General Services
Contact: Mark Hummel, 784-7908
Final Action:
Title: Approve an agreement with Matrix HG, Inc. of Concord, CA for \$342,674 for the Claybank Detention Facility Domestic Hot Water Heater and Mental Health Facility Hot Water Boiler Replacement Projects at 2500 Claybank Road and 2101 Courage Drive, respectively, in Fairfield, CA; and Approve an Appropriation Transfer Request for \$160,000 from the General Fund's Capital Renewal Reserves to the Accumulated Capital Outlay Fund to adjust the original appropriations and fully fund the projects (4/5 vote required); and Authorize the County Administrator or designee to execute the agreement and any amendments within the approved project budget
Governing body: Board of Supervisors
District: All
Attachments: A - Agreement, B - Project Costs & Funding Source Summary, C - Bidders of Record

Date:	Ver.	Action By:	Action:	Result:
Published Notice Required?	Yes	No	<u>X</u>	
Public Hearing Required?	Yes	No	<u>X</u>	

DEPARTMENTAL RECOMMENDATION:

The Department of General Services recommends that the Board of Supervisors:

1. Approve an agreement with Matrix HG, Inc. of Concord, CA for \$342,674 for the Claybank Detention Facility Domestic Hot Water Heater and Mental Health Facility Hot Water Boiler Replacement Projects (Projects) at 2500 Claybank Road and 2101 Courage Drive, respectively, in Fairfield, CA; and
2. Approve an Appropriation Transfer Request for \$160,000 from General Fund's Capital Renewal Reserves to Accumulated Capital Outlay Fund Budget Unit (BU) 1784 for the Claybank Detention Facility Domestic Hot Water Heater for \$87,000 and to Accumulated Capital Outlay Fund BU 1785 for the Mental Health Facility Hot Water Boiler Replacement Project for \$73,000 to adjust the original appropriations and fully fund the Projects (4/5 Vote Required); and
3. Authorize the County Administrator or designee to execute the agreement and any amendments within the approved budget.

SUMMARY:

The Department of General Services recommends the Board approve an agreement (Attachment A) for \$342,674 with Matrix HG, Inc. as the lowest responsible bidder for the Claybank Detention Facility Domestic

Hot Water Heater and Mental Health Facility Hot Water Boiler Replacement Projects located at 2500 Claybank Road and 2101 Courage Drive, in Fairfield.

FINANCIAL IMPACT:

In FY2017/18, the Board of Supervisors approved appropriations for \$320,000 funded by Accumulated Capital Outlay comprised of \$160,000 for the Claybank Detention Facility Domestic Hot Water Heater BU 1784 and \$160,000 for the Mental Health Facility Hot Water Boiler Replacement Project BU 1785 at 2500 Claybank Road and 2101 Courage Drive, respectively, in Fairfield, CA.

The total project construction cost is currently estimated to be \$480,000. Approval of the requested appropriation transfer from General Fund's Capital Renewal Reserves to Accumulated Capital Outlay Fund for \$87,000 to BU 1784 and \$73,000 to BU 1785 will adjust the original appropriations to align with the updated scope of work and fully fund the Projects. Attachment B provides breakdown of the funding sources and current budget for the Projects. The breakdown includes construction contract for \$342,674 representing the recommended agreement for approval with Matrix HG, Inc of Concord, CA.

The costs associated with preparing the agenda item are nominal and absorbed by the department's FY2018/19 Adopted Budget.

DISCUSSION:

The Projects consist of selective demolition and removal of existing hot water heaters and boilers, and installation of new hot water heater and boilers in two County facilities to improve operating efficiencies and meet the requirements of the Bay Area Air Quality Management District (BAAQMD).

The combined projects were advertised as required by Public Contract Code. A total of four bids were received (Attachment C) with Matrix HG, Inc. as the lowest responsible bidder. The Department of General Services recommends the Board approve a contract for \$342,674 with Matrix HG, Inc. of Concord to construct the Projects.

ALTERNATIVES:

The Board could reject, postpone, or re-bid the projects. These actions are not recommended because the Projects are needed to operate the facilities, and the bid process was conducted in conformance with the Public Contract Code.

OTHER AGENCY INVOLVEMENT:

General Services Department's Facilities Operation Division was consulted during preparation of the plans and technical specifications for the project. The Department of Resource Management, Building and Safety Division, reviewed and approved the project plans. County Counsel reviewed and approved the contract as to form.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

AGREEMENT

This Agreement is made as of the 4th day of December, 2018 between the **COUNTY OF SOLANO**, a political subdivision of the State of California, (referred to as 'Owner') and **Matrix HG, Inc.** (referred to as "Contractor") for the following Project:

The Project: **Claybank Detention Facility Domestic Hot Water Heater and Mental Health Facility Heating Hot Water Boiler Replacement Project**
2500 Claybank Road and 2101 Courage Drive, Fairfield CA 94533

Architect/Engineer: **Cannon Design**
202 Green Street, San Francisco, CA 94111

The Owner and the Contractor agree as set forth below.

ARTICLE 1 **THE CONTRACT DOCUMENTS**

The Contract documents consist of this Agreement, the General Conditions and those documents enumerated in Sub-paragraph 1.1.1 of the General Conditions, which documents are incorporated into and made a part of this Agreement

ARTICLE 2 **THE WORK**

The Contractor shall perform all the Work required by the Contract Documents for **Claybank Detention Facility Domestic Hot Water Heater and Mental Health Facility Heating Hot Water Boiler Replacement Project, 2500 Claybank Road and 2101 Courage Drive, Fairfield, CA.**

ARTICLE 3 **TIME OF COMMENCEMENT AND SUBSTANTIAL COMPLETION**

The Work to be performed under this Contract shall commence no later than five calendar days after the Notice to Proceed is issued to the Contractor, and shall be carried out and completed according to the schedule set forth in Document 00 73 00/ Supplementary Conditions, Section 00 11 00/ Notice to Bidders and Section 01 32 16/ Construction Progress Schedules and Reports.

The Contractor agrees that the Work will be substantially completed in 60 calendar days from the Notice to Proceed. The Contractor agrees that the County will suffer economic damages, which may be difficult to quantify, in the event that the Work is not completed within this time period and therefore, Contractor agrees to pay the County liquidated damages in the amount outlined in Document 00 73 00/ Supplementary Conditions, Article 1.4, Liquidated Damages for each and every calendar day of delay beyond the 60 calendar days provided above.

ARTICLE 4

CONTRACT SUM

The County shall pay the Contractor for the performance of the Work, subject to additions and deductions by Change Order or as otherwise provided in the Contract Documents, a total Contract Sum of **\$342,674.00**.

ARTICLE 5

PROGRESS PAYMENTS

Based upon Applications for Payment submitted to the Project Manager by the Contractor and Project Certificates for Payment issued by the Project Manager/Architect, the County shall make progress payments on account of the Contract Sum to the Contractor as provided in the Contract Documents as follows:

Progress Payments: The Contractor shall on or before the first day of each month, make an estimate of the work performed during the preceding month and submit same to the Project Manager for checking and approval. On or about the 20th day of the month following the month in which the work was performed, the County shall pay to the Contractor ninety-five (95%) percent of the value of said work in place, as checked and approved by the Project Manager. The balance of five (5%) percent of the estimate shall be retained by the County until the time of final acceptance of said work.

The remaining retention would be held until 35 days after the Notice of Completion is filed with the Solano County Recorder's Office and completed according to Section 01 77 00/ Contract Closeout Procedures.

ARTICLE 6

FINAL PAYMENT

Final payment, constituting the entire unpaid balance of the Contract Sum, shall be paid by the County to the Contractor when the Work has been completed, the Contract fully performed, the Architect has issued a Project Certificate for Payment which approves the final payment due the Contractor, Board of Supervisors of Solano County has formally accepted the project as complete by Resolution and Notice of Completion filed by the County Recorder's Office.

ARTICLE 7

MISCELLANEOUS PROVISIONS

7.1 **Terms.** Terms used in this Agreement, which are defined in the Document 00 72 00/ General Conditions of the Contract for Construction, shall have the meanings designated in those Conditions.

7.2 **Notices.** Notices shall be addressed as follow:

OWNER:
COUNTY OF SOLANO
Birgitta E. Corsello, County Administrator
675 Texas Street, Suite 2500
Fairfield, CA 94533

CONTRACTOR:
Matrix HG, Inc.
Daniel Greeson, Vice President
115 Mason Circle, Suite B
Concord, CA 94520

- 7.3 **Prevailing Wages.** The Contractor agrees that State Prevailing Wages apply to this Project and that the Contractor will pay the rates for each trade or craft and shall require the subcontractors on the project to pay the rates for each trade and craft. The Payroll Submittal Information attached as Section 00 45 46 - Payroll Information is incorporated as if set forth in full and is a part of this Contract. The Contractor agrees to repay the County any and all amounts paid to any subcontractor in violation of Public Contract Code Section 6109.
- 7.4 **Execution of Contract in Counterparts.** This Contract may be executed in two or more counterparts, each of which together shall be deemed an original, but all of which together shall constitute one and the same instrument, it being understood that all parties need not sign the same counterpart. In the event that any signature is delivered by facsimile or electronic transmission (e.g., by e-mail delivery of a ".pdf" format data file), such signature shall create a valid and binding obligation of the party executing (or on whose behalf such signature is executed) with the same force and effect as if such facsimile or electronic signature page were an original signature.

ARTICLE 8
EXECUTION OF AGREEMENT

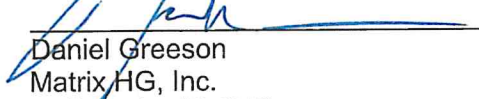
The parties have executed this Agreement as of the day and year first above written.

COUNTY:

CONTRACTOR:

By: _____
Birgitta E. Corsello, County Administrator
Solano County

Date: _____

By:  _____
Daniel Greeson
Matrix HG, Inc.

Date: November 26, 2018

APPROVED AS TO FORM:

County Counsel of Solano County, California

By:  _____

**CLAYBANK DETENTION FACILITY DOMESTIC HOT WATER HEATER (BU 1784) AND
MENTAL HEALTH FACILITY HEATING HOT WATER BOILER (BU 1785)
REPLACEMENT PROJECTS
2500 CLAYBANK ROAD & 2101 COURAGE DRIVE, FAIRFIELD**

Project Funding Source

BU 1784 (Accumulated Capital Outlay Fund)	\$	160,000
BU 1785 (Accumulated Capital Outlay Fund)	\$	160,000
Total Project Budget		\$ 320,000

Project Budget

Construction Contract	\$	342,674
Project Management	\$	48,000
Engineering and Design Fees	\$	46,500
Permits / Inspections	\$	8,559
Contingencies	\$	34,267
Estimated Project Cost		\$ 480,000

Additional Funding need

	\$	160,000
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*Requested from Capital Renewal Reserve Fund
(\$87,000 to BU 1784 & \$73,000 to BU 1785)*

Bid Results
Claybank Detention Facility Domestic Hot Water Heater (BU 1784) and
Mental Health Facility Heating Hot Water Boiler (BU 1785)
2500 Claybank Rd and 2101 Courage Dr., Fairfield

Name of Firm	Location	Bid	
ACCO	Sacramento	\$	495,473
Division 5-15, Inc.	Gold River	\$	373,515
Dowdle & Sons Mechanical, Inc.	American Canyon	\$	567,000
Matrix HG, Inc.	Concord	\$	342,674



Solano County

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

Agenda Submittal

Agenda #:	14	Status:	Consent Calendar
Type:	Report	Department:	Information Technology - Registrar of Voters
File #:	18-844	Contact:	John Gardner 784-3366
Agenda date:	12/04/2018	Final Action:	
Title:	Receive the Registrar of Voters' Certification and Results of the General Election; and Declare the results of the election that was held on Tuesday, November 6, 2018		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - 2018 Official Results Summary		

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ____ No X
Public Hearing Required? Yes ____ No X

DEPARTMENTAL RECOMMENDATION:

It is recommended that the Board of Supervisors receive the Registrar of Voters' Certification and Results of the General Election, and declare the results of the election that was held on Tuesday, November 6, 2018.

SUMMARY:

The Registrar of Voters is required by Elections Code section 15372 to submit to the Board of Supervisors certified results for the election held on Tuesday, November 6, 2018. The Certificate of Facts and Statement of Vote Summary is attached.

FINANCIAL IMPACT:

The costs associated with preparing the agenda item is nominal and absorbed by the department's FY2018/19 Adopted Budget.

DISCUSSION:

The Registrar of Voters has prepared a statement of results of votes by precincts for the voters in Solano County in the Certificate of Facts and Statement of Vote Summary in accordance with the Elections Code for federal, state, local offices, state propositions, and local measures.

FEDERAL OFFICES

- United States Senator
- House of Representatives, District 3
- House of Representatives, District 5

STATE CONSTITUTIONAL OFFICES

- Governor
- Lieutenant Governor
- Secretary of State
- Controller
- Treasurer
- Attorney General
- State Insurance Commissioner
- Board of Equalization, District 2
- Superintendent of Public Instruction

STATE LEGISLATIVE OFFICES

- Members of the State Assembly-District 4
- Members of the State Assembly-District 11
- Members of the State Assembly-District 14

JUDICIAL:

- Justices of the Supreme Court
- Justices of the Court of Appeal 1st District

CITY OFFICES:

- City of Benicia: two City Council Members
- City of Dixon: two City Council Members - District 1 and District 2
- City of Fairfield: Mayor and two City Council Members
- City of Suisun: Mayor and two City Council Members
- City of Vacaville: Mayor and two City Council Members

SCHOOL DISTRICT OFFICES:

- Benicia Unified School District: three Governing Board Members
- Dixon Joint Unified School District: three Governing Board Members
- Fairfield-Suisun Unified School District: District Area 4 for one governing Board Member
- River Delta Unified School District: District Area 2 for one governing Board Member
- Solano County Board of Education: District Area 6 for one governing Board Member
- Travis Unified School District: District Area 2 for one governing Board Member
- Vacaville Unified School District: three Governing Board Members
- Vallejo City Unified School District: three Governing Board Members
- Yolo County Board of Education: District Area 2 for one governing Board Member

COMMUNITY COLLEGE DISTRICT OFFICES:

- San Joaquin Delta Community College District: Areas 3 and 4 for two Governing Board Members
- Solano County Community College District: Area 1 for one Governing Board Member

STATE PROPOSITIONS

- State Propositions 1-8 and 10-12

LOCAL MEASURES

- Measure C - City of Suisun commercial cannabis tax
- Measure E - City of Benicia cannabis business tax
- Measure M - Davis Joint Unified School District bond measure

- Measure N - City of Dixon streets transactions and use tax
- Measure P - Winters Joint Unified School District bond measure
- Measure S - Vallejo City Unified School District bond measure

ALTERNATIVES:

The Board of Supervisors' receipt of the Registrar's Certification allows the County to comply with California election law. The Board may direct the Registrar of Voters to clarify the Certification and Results prior to declaring the results of the November 6, 2018 Election.

OTHER AGENCY INVOLVEMENT:

The participation of Solano County employees, poll workers, members of logic and accuracy testing boards, the support of our vendors and election night help is acknowledged with appreciation and thanks. The Registrar of Voters would like to thank the additional organizations that adopted polling places to assist with the administration of the election:

CAL Maritime Academy (2 locations)
Carquinez Village
City of Dixon Employees
City of Vacaville Employees
City of Vallejo Employees
County Citizens groups (11 locations)
Crossroads Christian Church of Vacaville
First Baptist Church of Vacaville
Liberty Church Fairfield
League of Women Voters
One Hundred Club of Solano and Yolo Counties (2 locations)
Solano County Public Defender's Office
St. Alphonsus #125
The Edge Community Church
Vaca Valley Garden Club
Vallejo Central SDA Church
Vallejo Women's Club
Word of Faith Christian Center
Zeta Delta Master Chapter of Beta Sigma Phi

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

SUMMARY REPT-GROUP DETAIL

County of Solano
Statewide General Election
November 6, 2018

FINAL OFFICIAL RESULTS

Run Date:11/28/18 10:41 AM

Report EL45A Page 001

	TOTAL VOTES	%	ELECTION DAY	VOTE BY MAIL	PROVISIONAL
PRECINCTS COUNTED (OF 205).	205	100.00			
REGISTERED VOTERS - TOTAL	231,510				
BALLOTS CAST - TOTAL.	148,352		41,802	102,523	4,027
VOTER TURNOUT - TOTAL		64.08			
 Governor					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
GAVIN NEWSOM (DEM)	89,694	61.30	25,987	60,973	2,734
JOHN H. COX (REP).	56,627	38.70	15,310	40,116	1,201
 Lieutenant Governor					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
ELENI KOUNALAKIS (DEM)	76,558	61.44	22,086	52,341	2,131
ED HERNANDEZ (DEM)	48,042	38.56	13,619	33,027	1,396
 Secretary of State					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
ALEX PADILLA (DEM)	92,567	64.20	26,929	62,830	2,808
MARK P. MEUSER (REP).	51,608	35.80	13,876	36,688	1,044
 Controller					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
BETTY T. YEE (DEM)	95,175	65.98	27,423	64,938	2,814
KONSTANTINOS RODITIS (REP).	49,069	34.02	13,263	34,797	1,009
 Treasurer					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
FIONA MA (DEM).	93,252	64.83	26,839	63,627	2,786
GREG CONLON (REP).	50,587	35.17	13,736	35,813	1,038
 Attorney General					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
XAVIER BECERRA (DEM).	91,048	63.15	26,403	61,893	2,752
STEVEN C BAILEY (REP)	53,121	36.85	14,242	37,810	1,069
 Insurance Commissioner					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
RICARDO LARA (DEM)	74,590	53.46	22,029	50,253	2,308
STEVE POIZNER (NPP)	64,939	46.54	17,351	46,197	1,391

Run Date:11/28/18 10:41 AM

Report EL45A Page 002

	TOTAL VOTES	%	ELECTION DAY	VOTE BY MAIL	PROVISIONAL
Member, State Board of Equalization 2nd District					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
MALIA COHEN (DEM).	90,320	63.41	26,200	61,353	2,767
MARK BURNS (REP).	52,116	36.59	13,920	37,161	1,035
United States Senator					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
DIANNE FEINSTEIN (DEM).	70,174	52.89	20,034	48,265	1,875
KEVIN DE LEON (DEM).	62,506	47.11	17,460	43,243	1,803
United States Representative 3rd Congressional District					
Vote for no more than 1					
(WITH 151 OF 151 PRECINCTS COUNTED)					
JOHN GARAMENDI (DEM).	56,070	59.92	15,651	38,871	1,548
CHARLIE SCHAUPP (REP).	37,498	40.08	9,986	26,738	774
United States Representative 5th Congressional District					
Vote for no more than 1					
(WITH 54 OF 54 PRECINCTS COUNTED)					
MIKE THOMPSON (DEM).	39,568	79.25	11,682	26,825	1,061
ANTHONY MILLS (NPP).	10,359	20.75	3,164	6,876	319
Member of State Assembly 4th District					
Vote for no more than 1					
(WITH 38 OF 38 PRECINCTS COUNTED)					
CECILIA AGUIAR-CURRY (DEM).	6,638	59.61	1,544	5,009	85
BRANDON Z. NELSON (LIB).	4,498	40.39	1,159	3,300	39
Member of State Assembly 11th District					
Vote for no more than 1					
(WITH 112 OF 112 PRECINCTS COUNTED)					
JIM FRAZIER (DEM).	48,242	60.19	13,601	33,312	1,329
LISA ROMERO (REP).	31,907	39.81	8,812	22,332	763
Member of State Assembly 14th District					
Vote for no more than 1					
(WITH 55 OF 55 PRECINCTS COUNTED)					
TIM GRAYSON (DEM).	32,146	70.37	9,051	22,380	715
AASIM YAHYA (DEM).	13,533	29.63	4,637	8,315	581
For Associate Justice to the Supreme Court					
Carol Corrigan					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
YES	81,368	71.33	22,989	56,225	2,154
NO.	32,698	28.67	9,473	22,254	971

Run Date:11/28/18 10:41 AM

Report EL45A Page 003

	TOTAL VOTES	%	ELECTION DAY	VOTE BY MAIL	PROVISIONAL
For Associate Justice to the Supreme Court					
Leondra Kruger					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
YES	82,935	73.59	23,092	57,616	2,227
NO.	29,766	26.41	8,907	20,001	858
For Presiding Justice, Court of Appeal, 1st District					
Division 1 James Humes					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
YES	76,598	69.52	20,887	53,750	1,961
NO.	33,583	30.48	10,398	22,111	1,074
For Associate Justice, Court of Appeal, 1st District					
Division 1 - Sandra Margulies					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
YES	84,593	76.03	23,581	58,738	2,274
NO.	26,665	23.97	8,056	17,817	792
For Associate Justice, Court of Appeal, 1st District					
Division 2 - James Richman					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
YES	74,624	68.48	20,138	52,611	1,875
NO.	34,343	31.52	10,746	22,431	1,166
For Associate Justice, Court of Appeal, 1st District					
Division 2 - Marla Miller					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
YES	79,733	72.47	22,174	55,372	2,187
NO.	30,284	27.53	9,001	20,415	868
For Presiding Justice, Court of Appeal, 1st District					
Division 3 - Peter John Siggins					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
YES	74,925	68.99	20,222	52,853	1,850
NO.	33,674	31.01	10,563	21,946	1,165
For Associate Justice, Court of Appeal, 1st District					
Division 4 - Alison Tucher					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
YES	80,086	74.23	22,439	55,534	2,113
NO.	27,809	25.77	8,375	18,601	833

Run Date:11/28/18 10:41 AM

Report EL45A Page 004

	TOTAL VOTES	%	ELECTION DAY	VOTE BY MAIL	PROVISIONAL
For Associate Justice, Court of Appeal, 1st District					
Division 4 - Jon Streeter					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
YES	74,109	68.95	19,925	52,313	1,871
NO.	33,369	31.05	10,483	21,799	1,087
For Presiding Justice, Court of Appeal, 1st District					
Division 5 - Barbara Jones					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
YES	86,246	78.49	24,214	59,689	2,343
NO.	23,632	21.51	6,993	15,954	685
Superintendent of Public Instruction					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
TONY K. THURMOND (NPP)	69,575	52.93	19,646	48,238	1,691
MARSHALL TUCK (NPP)	60,967	46.39	17,459	41,793	1,715
WRITE-IN.	894	.68	247	626	21
Solano County Board of Education Member, Governing Board					
District 6					
Vote for no more than 1					
(WITH 35 OF 35 PRECINCTS COUNTED)					
GINGER DUNNE	9,037	50.54	2,399	6,451	187
JUDITH RUGGIERO-FERRARA.	8,689	48.60	2,420	6,080	189
WRITE-IN.	154	.86	43	108	3
Yolo County Board of Education Member, Governing Board					
TA #2					
Vote for no more than 1					
(WITH 2 OF 2 PRECINCTS COUNTED)					
MELISSA MORENO.	38	59.38	0	38	0
DAVID J. MURPHY	24	37.50	0	24	0
WRITE-IN.	2	3.13	0	2	0
Solano Community College Member, Governing Board TA #1					
Vote for no more than 1					
(WITH 20 OF 20 PRECINCTS COUNTED)					
KARIMAH KARAH	7,386	51.12	2,431	4,664	291
KAREN SIMS	6,968	48.23	1,988	4,801	179
WRITE-IN.	94	.65	30	62	2

Run Date:11/28/18 10:41 AM

Report EL45A Page 005

	TOTAL VOTES	%	ELECTION DAY	VOTE BY MAIL	PROVISIONAL
San Joaquin Delta Community College Member, Governing Board TA #3					
Vote for no more than 1					
(WITH 4 OF 4 PRECINCTS COUNTED)					
JANET A RIVERA.	2,129	52.26	383	1,738	8
EDDIE BROWN.	1,278	31.37	300	963	15
RICHARD A VASQUEZ.	645	15.83	170	464	11
WRITE-IN.	22	.54	5	16	1

San Joaquin Delta Community College Member, Governing Board TA #4					
Vote for no more than 1					
(WITH 4 OF 4 PRECINCTS COUNTED)					
DIANE OREN	1,977	52.99	407	1,556	14
CHARLES R JENNINGS	1,706	45.73	357	1,330	19
WRITE-IN.	48	1.29	12	35	1

Benicia Unified School District Member, Governing Board					
Vote for no more than 3					
(WITH 10 OF 10 PRECINCTS COUNTED)					
MARK MASELLI	8,518	28.60	2,507	5,902	109
SHERI ZADA	7,913	26.57	2,375	5,431	107
DIANE FERRUCCI.	6,125	20.57	1,678	4,380	67
ADREAN HAYASHI.	3,660	12.29	1,058	2,569	33
GETHSEMANE MOSS	3,408	11.44	1,082	2,266	60
WRITE-IN.	157	.53	45	110	2

Dixon Unified School District Member, Governing Board					
Vote for no more than 3					
(WITH 25 OF 25 PRECINCTS COUNTED)					
CAITLIN O'HALLORAN	3,219	21.70	718	2,465	36
JOHN A. GABBY	3,114	20.99	797	2,279	38
JEWEL FINK	3,105	20.93	775	2,290	40
NORMA MUNOZ.	2,730	18.40	811	1,862	57
LLOYD MC CABE	2,540	17.12	597	1,908	35
WRITE-IN.	129	.87	17	112	0

Fairfield-Suisun Unified School District Member, Governing Board, District 4					
Vote for no more than 1					
(WITH 5 OF 5 PRECINCTS COUNTED)					
CRAIG WILSON	2,186	73.04	670	1,455	61
CHRIS L. WILSON	770	25.73	231	525	14
WRITE-IN.	37	1.24	17	19	1

River Delta Unified School District Governing Board Member TA#2					
Vote for no more than 1					
(WITH 4 OF 4 PRECINCTS COUNTED)					
JENNIFER STONE.	3,018	76.68	641	2,347	30
PER INGMAR ANDERSSON II.	803	20.40	179	620	4
WRITE-IN.	115	2.92	27	86	2

Run Date:11/28/18 10:41 AM

Report EL45A Page 006

	TOTAL VOTES	%	ELECTION DAY	VOTE BY MAIL	PROVISIONAL
Travis Unified School District Member, Governing Board, TA #2					
Vote for no more than 2					
(WITH 16 OF 16 PRECINCTS COUNTED)					
RIITTA DE ANDA.	2,996	28.80	715	2,239	42
JANET JACKSON FORBES.	2,850	27.39	834	1,943	73
VINH "DEVIN" MA	2,380	22.88	639	1,681	60
RUSS BARRINGTON	2,065	19.85	551	1,464	50
WRITE-IN.	113	1.09	24	87	2

Vacaville Unified School District Member, Governing
Board

Vote for no more than 3					
(WITH 42 OF 42 PRECINCTS COUNTED)					
MICHAEL E. SILVA	14,581	23.39	3,761	10,498	322
MICHELE "SHELLEY" DALLY.	14,547	23.33	3,441	10,886	220
JOHN JANSEN.	13,372	21.45	3,026	10,137	209
KRISTINA BELL	11,043	17.71	3,111	7,634	298
KHALA HASTINGS.	8,342	13.38	2,515	5,615	212
WRITE-IN.	459	.74	90	355	14

Vallejo City Unified School District
Member, Governing Board

Vote for no more than 3					
(WITH 45 OF 45 PRECINCTS COUNTED)					
JOHN FOX.	18,308	20.81	5,248	12,548	512
RALPH "TONY" GROSS	14,307	16.27	4,202	9,694	411
TONY UBALDE.	13,851	15.75	3,723	9,802	326
CHRISTY GARDNER	13,338	15.16	3,852	9,056	430
RUSCAL CAYANGYANG.	12,580	14.30	3,522	8,660	398
ALLAN YEAP	7,434	8.45	2,024	5,259	151
BURKY H. WOREL.	4,130	4.70	955	3,110	65
RYAN MESSANO	3,663	4.16	1,106	2,436	121
WRITE-IN.	345	.39	105	231	9

City of Benicia Member, City Council

Vote for no more than 2					
(WITH 8 OF 8 PRECINCTS COUNTED)					
CHRISTINA STRAWBRIDGE	7,439	33.18	2,195	5,146	98
LIONEL LARGAESPADA	6,705	29.91	1,933	4,690	82
KARI BIRDSEYE	5,887	26.26	1,749	4,065	73
WILLIAM EMES JR.	2,306	10.29	717	1,552	37
WRITE-IN.	83	.37	33	49	1

City of Dixon Member, City Council District 1

Vote for no more than 1					
(WITH 3 OF 3 PRECINCTS COUNTED)					
SCOTT PEDERSON.	694	44.15	164	528	2
MICHAEL CEREMELLO.	495	31.49	138	351	6
JAMES P. WARD JR..	367	23.35	122	243	2
WRITE-IN.	16	1.02	3	13	0

Run Date:11/28/18 10:41 AM

Report EL45A Page 007

	TOTAL VOTES	%	ELECTION DAY	VOTE BY MAIL	PROVISIONAL
City of Dixon Member, City Council District 2					
Vote for no more than 1					
(WITH 2 OF 2 PRECINCTS COUNTED)					
JAMES "JIM" ERNEST	962	72.88	288	664	10
TED HICKMAN.	351	26.59	118	232	1
WRITE-IN.	7	.53	1	6	0
City of Fairfield Mayor					
Vote for no more than 1					
(WITH 35 OF 35 PRECINCTS COUNTED)					
HARRY T. PRICE.	18,596	59.54	4,797	13,528	271
ANETA WISE	12,383	39.65	4,172	7,771	440
WRITE-IN.	254	.81	70	178	6
City of Fairfield Member, City Council					
Vote for no more than 2					
(WITH 35 OF 35 PRECINCTS COUNTED)					
CATHERINE "CAT" MOY	15,757	30.29	4,172	11,245	340
CHUCK TIMM	14,549	27.97	3,753	10,573	223
DORISS PANDURO.	11,291	21.71	3,299	7,749	243
MANVEER SANDHU.	10,033	19.29	3,113	6,638	282
WRITE-IN.	388	.75	96	283	9
City of Suisun City Mayor					
Vote for no more than 1					
(WITH 8 OF 8 PRECINCTS COUNTED)					
LORI D. WILSON.	4,768	57.14	1,686	2,968	114
PETE SANCHEZ	3,522	42.20	1,030	2,417	75
WRITE-IN.	55	.66	18	37	0
City of Suisun City Member, City Council					
Vote for no more than 2					
(WITH 8 OF 8 PRECINCTS COUNTED)					
JANE DAY.	3,292	23.10	1,038	2,186	68
WANDA WILLIAMS.	3,053	21.43	1,094	1,877	82
MIKE HUDSON.	2,261	15.87	704	1,518	39
THOMAS D. ALDER	2,127	14.93	579	1,520	28
THOMAS KAMIN	1,761	12.36	592	1,133	36
TINA NORMAN.	1,667	11.70	495	1,131	41
WRITE-IN.	88	.62	31	54	3
City of Vacaville Mayor					
Vote for no more than 1					
(WITH 44 OF 44 PRECINCTS COUNTED)					
RON ROWLETT.	13,024	41.98	3,511	9,229	284
DILENNA HARRIS.	12,036	38.79	3,502	8,211	323
MICHAEL KITZES.	5,847	18.85	1,450	4,206	191
WRITE-IN.	118	.38	35	79	4

Run Date:11/28/18 10:41 AM

Report EL45A Page 008

	TOTAL VOTES	%	ELECTION DAY	VOTE BY MAIL	PROVISIONAL
City of Vacaville Member, City Council					
Vote for no more than 2					
(WITH 44 OF 44 PRECINCTS COUNTED)					
MITCH MASHBURN.	17,462	36.70	4,470	12,658	334
NOLAN SULLIVAN.	13,371	28.10	3,386	9,677	308
RAYMOND BEATY	10,492	22.05	2,801	7,390	301
ROVANTE ROBINSON	5,996	12.60	1,792	4,029	175
WRITE-IN.	257	.54	83	167	7
City of Vallejo Member, City Council					
Vote for no more than 3					
(WITH 35 OF 35 PRECINCTS COUNTED)					
HAKEEM BROWN	23,288	28.88	7,134	15,433	721
KATY MIESSNER	18,093	22.43	4,983	12,684	426
PIPPIN DEW	16,471	20.42	4,430	11,646	395
JESUS "JESS" MALGAPO.	15,924	19.75	4,151	11,384	389
VINCENT MAY.	6,151	7.63	1,605	4,413	133
WRITE-IN.	720	.89	241	461	18
Proposition 1					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
YES	78,062	55.16	22,830	52,651	2,581
NO.	63,447	44.84	17,159	45,076	1,212
Proposition 2					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
YES	86,230	60.80	25,127	58,345	2,758
NO.	55,604	39.20	14,881	39,685	1,038
Proposition 3					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
NO.	71,058	50.72	19,369	50,175	1,514
YES	69,050	49.28	20,219	46,623	2,208
Proposition 4					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
YES	86,017	60.93	25,123	58,152	2,742
NO.	55,163	39.07	14,733	39,396	1,034
Proposition 5					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
NO.	85,704	61.33	24,336	59,042	2,326
YES	54,042	38.67	14,982	37,680	1,380

Run Date:11/28/18 10:41 AM

Report EL45A Page 009

	TOTAL VOTES	%	ELECTION DAY	VOTE BY MAIL	PROVISIONAL
Proposition 6					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
NO.	81,017	56.51	22,759	55,988	2,270
YES	62,362	43.49	17,617	43,202	1,543
Proposition 7					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
YES	79,171	55.87	21,091	56,192	1,888
NO.	62,529	44.13	18,890	41,726	1,913
Proposition 8					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
NO.	86,555	60.54	24,173	60,237	2,145
YES	56,427	39.46	16,130	38,603	1,694
Proposition 10					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
NO.	88,565	61.92	24,279	62,320	1,966
YES	54,458	38.08	15,990	36,605	1,863
Proposition 11					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
YES	81,822	57.67	21,774	57,979	2,069
NO.	60,062	42.33	18,253	40,095	1,714
Proposition 12					
Vote for no more than 1					
(WITH 205 OF 205 PRECINCTS COUNTED)					
YES	86,447	61.13	24,543	59,388	2,516
NO.	54,961	38.87	15,263	38,451	1,247
City of Suisun City Measure C					
Vote for no more than 1					
(WITH 8 OF 8 PRECINCTS COUNTED)					
YES	6,121	73.85	1,850	4,162	109
NO.	2,167	26.15	849	1,235	83
City of Benicia Measure E					
Vote for no more than 1					
(WITH 8 OF 8 PRECINCTS COUNTED)					
YES	10,125	76.29	2,892	7,086	147
NO.	3,147	23.71	1,132	1,963	52

Run Date:11/28/18 10:41 AM

Report EL45A Page 010

	TOTAL VOTES	%	ELECTION DAY	VOTE BY MAIL	PROVISIONAL
Davis Joint Unified School District Measure M					
Vote for no more than 1					
(WITH 1 OF 1 PRECINCTS COUNTED)					
BONDS - YES.	18	66.67	0	18	0
BONDS - NO	9	33.33	0	9	0
City of Dixon Measure N					
Vote for no more than 1					
(WITH 11 OF 11 PRECINCTS COUNTED)					
NO.	4,044	62.38	1,130	2,857	57
YES	2,439	37.62	696	1,701	42
Vallejo City Unified School District Measure S					
Vote for no more than 1					
(WITH 45 OF 45 PRECINCTS COUNTED)					
BONDS - YES.	25,744	69.72	8,102	16,657	985
BONDS - NO	11,179	30.28	2,836	8,183	160
Winters Unified School District Measure P					
Vote for no more than 1					
(WITH 3 OF 3 PRECINCTS COUNTED)					
BONDS - YES.	246	55.28	36	210	0
BONDS - NO	199	44.72	28	171	0



Solano County

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

Agenda Submittal

Agenda #:	15	Status:	Consent Calendar
Type:	Resolution	Department:	Sheriff's Office
File #:	18-788	Contact:	Don Ryan, 784-1616
Agenda date:	12/11/2018	Final Action:	
Title:	Adopt a resolution approving participation in the 2018 Homeland Security Grant Program for the period September 1, 2018 through May 31, 2021 and authorizing the Sheriff or his designee to take actions necessary for the purpose of obtaining grant funding; Approve an Appropriation Transfer Request (ATR) for FY2018/19 for \$511,292 to recognize the unanticipated grant revenue (4/5 vote required); Approve \$213,575 to purchase equipment, training, and protective gear; Approve fixed assets purchases of \$272,153 to purchase a DNA sequencer for the County Public Health Lab and additional interoperable radio communications equipment; and Authorize the Sheriff or his designees to execute any service contracts and subsequent amendments necessary to fulfill the County's responsibility under the 2018 HSGP Expenditure Plan and which remain within budgeted appropriations		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Resolution, B - HSGP Expenditure Plan		

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ___ No X
Public Hearing Required? Yes ___ No X

DEPARTMENTAL RECOMMENDATION:

The Sheriff recommends that the Board of Supervisors:

1. Adopt a resolution approving participation in the 2018 Homeland Security Grant Program for the period September 1, 2018 through May 31, 2021 and authorizing the Sheriff or his designee to take actions necessary for the purpose of obtaining grant funding;
2. Approve an Appropriation Transfer Request (ATR) for FY2018/19 for \$511,292 to recognize the unanticipated grant revenue (4/5 vote required);
3. Approve \$213,575 to purchase equipment, training, and protective gear;
4. Approve fixed assets purchases totaling \$272,153 to purchase a DNA sequencer for the County Public Health Lab and additional interoperable radio communications equipment; and
5. Authorize the Sheriff or his designees to execute any service contracts and subsequent amendments necessary to fulfill the County's responsibility under the 2018 HSGP Expenditure Plan and which remain

within budgeted appropriations.

SUMMARY

On May 24, 2018, the State of California's Office of Emergency Services (Cal-OES) released notification of funding availability under its 2018 Homeland Security Grant Program (HSGP). These are federal funds allocated to the states to improve prevention and protection capabilities at the state and local levels to prevent terrorism and other catastrophic events, and to prepare for threats and hazards that pose the greatest risk to the security of the United States. The states in turn may award funds to counties or their equivalents to provide a range of preparedness activities, including planning, organization, equipment purchase, training, exercises, and management and administration.

Cal-OES awards its funding through a non-competitive grant process, which is administered through the State's HSGP. The allocation that each county is eligible for was included in the notice of funding availability, which for Solano County is \$511,292. Solano will have three years to spend the funds. The application deadline is scheduled for January 15, 2019 but is subject to change based on Federal approval. Cal-OES requires a Board resolution (Attachment A) to be submitted as part of Solano County's application to finalize the acceptance process.

The Sheriff's 2018 HSGP Expenditure Plan (Plan) is summarized in Attachment B and a more detailed description of the Plan is enumerated in the Discussion section of this report.

FINANCIAL IMPACT:

As indicated in the Cal-OES notice of funding availability, Solano County's allocation is \$511,292, with 25% of the total award to be allocated to Law Enforcement Terrorism Prevention-oriented activities and equipment. The HSGP does not include a match requirement. The Appropriation Transfer Request would increase appropriations by \$511,292, and would serve to make enhancements to catastrophic incident planning, response and recovery through the purchase of necessary equipment and the provision of training. These expenditures would be entirely offset with unanticipated grant revenue; therefore, Board approval would not impact the County General Fund at this time. Future maintenance of equipment, storage, etc. may be required under the Sheriff's Department's budget. Grant expenditures will be reimbursed by Cal-OES as they are incurred, or on a quarterly basis, and would not significantly impact the County's cash flow. Cal-OES allows three years, or through May 31, 2021, for the funds to be fully expended, and will only be subject to those expenditures outlined below.

Training: Seventeen percent (17%) or \$87,300 of the grant funds will be used to conduct regional Hazardous Materials training and first responder training.

Equipment: Twenty-five percent (25%) or \$126,275 will be used to purchase personal protective gear and six mobile radios. These projects will benefit the joint agency response teams, local law enforcement and fire agencies. Each agency will be financially responsible for the repair or replacement costs necessary to maintain the grant equipment distributed to them.

Fixed Assets Equipment: Forty-four percent (44%) or \$227,310 of the grant funds will be used to purchase fixed assets interoperable radio communications equipment. Another nine percent (9%) or \$44,843 will be used to purchase a fixed assets DNA sequencer for the County Public Health Lab.

Administration: Five percent (5%) or \$25,564 will be used to offset salary and benefits costs for the Sheriff's Office Accountant performing grant administrative activities. HSGP guidelines allow grantees to claim up to 5% of the total award for administrative activities.

The cost associated with preparing the agenda item is nominal and absorbed by the department's FY2018/19 Working Budget.

DISCUSSION:

The National Preparedness Goal is for communities to be prepared for all types of disasters and emergencies, specifically to have community-wide capabilities to prevent, protect against, mitigate, respond to, and recover from the threats and hazards that pose the greatest risk. The National Preparedness System outlines an organized process for everyone in a community to move forward with preparedness activities to achieve this Goal. The 2018 HSGP is part of the National Preparedness System, and supports it by funding activities that build, sustain, and deliver the core capabilities of Prevention, Protection, Mitigation, Response, and Recovery. California's HSGP administers funds to focus on improving prevention and protection capabilities at the state and local levels.

Solano County's proposed 2018 HSGP Expenditure Plan was developed in consultation with the Solano HSGP Approval Authority Body, which is composed of the Solano County Sheriff, the County Public Health Officer, the Fairfield City Fire Chief, the Vacaville Fire Protection District Chief, and the Vallejo City Police Chief. Members of the Approval Authority Body are selected by the Police and Fire Chiefs' Association. A detailed description of the Plan is enumerated below:

Interoperable Radio Communications Project: \$227,310 to purchase interoperable radio communications equipment such as radio repeaters and antennas to outfit the proposed tower at the Vallejo Fairgrounds to move one step closer to regional interoperability. The on-going interoperable radio communications project is necessary to provide trunked radio signal coverage throughout Solano County and to transmit the newer digital trunked radio signal. Regional interoperability will benefit the entire County including the Sheriff's Office, allied law enforcement and fire agencies, and its residents. Funds spent thus far have been in preparation for this project.

HAZMAT Project: \$128,575 to provide hazard materials training and to outfit joint-agency HAZMAT Team personnel with protective suits and breathing masks to ensure the HAZMAT Team is response ready for potential rail car, pipeline, or terrorist exposures.

Mobile Field Force Project: \$85,000 to provide a three-day First Responder Operational-Law (FRO) training and exercise for all participating agencies: Solano Sheriff's Office and the Police Departments of Vallejo, Benicia, Fairfield, Vacaville, Suisun, Rio Vista, and Dixon; the purchase of personal protective equipment to combat chemical, biological, radiological and nuclear incidents; and the purchase of 6 dual-band APX7000 radios with headsets.

Public Health Project: \$44,843 to purchase a fixed asset DNA sequencing system for the Solano County Public Health Lab which will enable the County to detect and identify infectious disease agents more quickly. The proposed equipment can identify various strains of flu viruses and other infectious diseases in a matter of hours instead of days, allowing Public Health to effectively respond to an outbreak by tailoring treatments to a specific strain.

The Solano County OES will manage and coordinate the program projects. The OES may initiate a reallocation of certain expenses to meet the needs of specific projects.

ALTERNATIVES:

The Board of Supervisors could choose not to authorize participation in the program, however, this alternative is not recommended as non-participation may negatively impact the County's preparedness to secure the Solano Operational Area. Additionally, this alternative is not fiscally prudent as funds would be redistributed to

other counties and without the funds, the Sheriff's Office would not have sufficient appropriations to carry out the activities.

OTHER AGENCY INVOLVEMENT:

The Approval Authority Body within the Solano Operational Area approved the proposed application and expenditure plan. The Solano Operational Area, which includes the entire County, is represented by the Solano County Sheriff, the County Public Health Officer, city police departments, city fire departments, and local fire protection districts.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

RESOLUTION NO. 2018 - _____

**RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS
APPROVING PARTICIPATION IN
THE 2018 HOMELAND SECURITY GRANT PROGRAM AND
AUTHORIZING THE SHERIFF, UNDERSHERIFF, DIRECTOR OF
ADMINISTRATIVE SERVICES AND/OR EMERGENCY SERVICES MANAGER
TO EXECUTE ANY ACTIONS NECESSARY FOR THE PURPOSE OF
OBTAINING FEDERAL FINANCIAL ASSISTANCE THROUGH
THE 2018 HOMELAND SECURITY GRANT**

Whereas, the State of California's Office of Emergency Services annually allocates federal funds administered through the State's Homeland Security Grant Program for the purpose of improving prevention and protection capabilities at the state, local, tribal and territorial levels to prevent terrorism and other catastrophic events and to prepare for threats and hazards that pose the greatest risk to the security of the United States; and

Whereas, the Sheriff's Office has prepared the 2018 Homeland Security Grant Expenditure Plan and intends to submit an application for funding to the State of California's Office of Emergency Services.

Resolved, the Solano County Board of Supervisors approves Solano County's participation in the 2018 Homeland Security Grant Program for the period September 1, 2018 through May 31, 2021, and authorizes the Solano County Sheriff, Undersheriff, Director of Administrative Services and/or Emergency Services Manager to apply for, accept, administer, and sign operational contracts, modifications, and reimbursements for the purpose of obtaining federal financial assistance through the 2018 Homeland Security Grant provided by the Federal Department of Homeland Security and sub-awarded through the State of California.

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on December 4, 2018 by the following vote:

AYES: SUPERVISORS _____

NOES: SUPERVISORS _____

EXCUSED: SUPERVISORS _____

JOHN M. VASQUEZ, Chair
Solano County Board of Supervisors

ATTEST:
BIRGITTA E. CORSELLO, Clerk
Solano County Board of Supervisors

By: _____
Jeanette Neiger, Chief Deputy Clerk

2018 HSGP Expenditure Plan

HAZMAT	Training	\$ 47,300
HAZMAT	Equipment	\$ 81,275
Mobile Field Force	Training	\$ 40,000
Mobile Field Force	Equipment	\$ 45,000
Subtotal for joint agency and non-county agencies		\$ 213,575
Public Health Department	DNA Sequencer	\$ 44,843
Sheriff's Office	Interoperability Project	\$ 227,310
Sheriff's Office	Management and Administrative Fees	\$ 25,564
Subtotal for County		\$ 297,717
GRANT TOTAL		\$ 511,292



Solano County

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

Agenda Submittal

Agenda #:	16	Status:	Consent Calendar
Type:	Resolution	Department:	Resource Management
File #:	18-821	Contact:	Sarah Pappakostas, 784-6061
Agenda date:	12/04/2018	Final Action:	
Title:	Approve a plaque of appreciation honoring Cathy Gilmore, Office Assistant II, upon her retirement from the Department of Resource Management with over 17 years of dedicated public service to Solano County		
Governing body:	Board of Supervisors		
District:	District 3		
Attachments:			

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ____ No X
Public Hearing Required? Yes ____ No X

DEPARTMENTAL RECOMMENDATION:

The Department of Resource Management recommends that the Board of Supervisors approve a plaque of appreciation honoring Cathy Gilmore, Office Assistant II, upon her retirement from the Department of Resource Management with over 17 years of dedicated public service to Solano County.

SUMMARY/DISCUSSION:

Cathy Gilmore will be retiring on December 12, 2018 as an Office Assistant II with the Department of Resource Management after 17 years of excellent service to Solano County and its residents. Cathy began her career with the County on April 2, 2001 as an Office Assistant II with Health and Social Services. After transferring to the Sheriff's Department, then Human Resources, Cathy joined Resource Management in April 4, 2006, where she spent the next twelve years.

During her career, Ms. Gilmore provided administrative support to all divisions of Resource Management. Ms. Gilmore's knowledge and experience helped her provide excellent customer service to the public and her coworkers. She routinely interacted with the public at the reception desk and over the telephone, and supported the Department by handling large mailings, public records requests, filing and scanning, office supply orders, and customer complaint intake and routing.

While Ms. Gilmore will be missed, we are glad she will have all the time necessary to pursue her interests, including spending time with her grandson, finding new hiking trails, attending Oakland A's games, traveling, and performing event planning activities. We wish her all the best in her retirement from County service and with her new adventures in this next chapter of her life.

FINANCIAL IMPACT:

The costs associated with preparing the agenda item are nominal and absorbed in the Department's FY2018/19 Adopted Budget. The costs associated with the preparation and purchase of the plaque are included in the Board's FY2018/19 Adopted Budget.

ALTERNATIVES:

The Board may choose not to approve a plaque of appreciation. This is not recommended as it is an opportunity to acknowledge Ms. Gilmore's dedicated service to Solano County.

OTHER AGENCY INVOLVEMENT:

There is no other agency involvement.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION



Solano County

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

Agenda Submittal

Agenda #:	17	Status:	Consent Calendar
Type:	Appointment	Department:	Clerk of the Board of Supervisors
File #:	18-856	Contact:	Jeanette Neiger, 784-6125
Agenda date:	12/04/2018	Final Action:	
Title:	Consider the reappointment of James P. Spering as a Solano County representative to the Metropolitan Transportation Commission, representing the County of Solano, for a 4 year term commencing on February 10, 2019		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Letter from MTC		

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ☐ No ☒
Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

Consider the reappointment of James P. Spering as a representative to the Metropolitan Transportation Commission, representing the County of Solano, for a 4 year term commencing on February 10, 2019.

SUMMARY:

Notification has been received by the Metropolitan Transportation Commission (MTC) that the current term of Solano County's representative, James P. Spering, is expiring and is requesting a reappointment for a four year term.

In accordance with Government Code section 66504, the City Selection Committee is charged with nominating up to three individuals from which the Board of Supervisors shall appoint a representative. MTC commission members may be elected or appointed officials, or members of the general public. Commissioners shall be selected for their special familiarity with the problems and issues in the field of transportation.

On Friday, November 2, 2018, the Solano County City Selection Committee met and nominated James P. Spering to represent the County of Solano on the MTC. Therefore, the Board of Supervisors is being requested to reappoint Mr. Spering.

FINANCIAL IMPACT:

Compensation for serving on this Commission will be provided by MTC. The costs associated with preparing the agenda item are nominal and absorbed by the Clerk of the Board's FY2018/19 Adopted Budget.

ALTERNATIVES:

The Board could choose not to make this appointment and request the City Selection Committee to provide other names for nomination. This is not recommended as Solano County City Selection Committee is charged with providing the name(s) of individual(s) who meet the requirements of Government Code section 66504 as its nominee(s) and the City Selection Committee has convened and acted on their selection.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION



METROPOLITAN
TRANSPORTATION
COMMISSION

Bay Area Metro Center
375 Beale Street, Suite 800
San Francisco, CA 94105
415.778.6700
www.mtc.ca.gov

Jake Mackenzie, Chair
Sonoma County and Cities

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Jane Kim
City and County of San Francisco

Sam Liccardo
San Jose Mayor's Appointee

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Napa County and Cities

Julie Pierce
Association of Bay Area Governments

Libby Schaaf
Oakland Mayor's Appointee

Warren Slocum
San Mateo County

James P. Spering
Solano County and Cities

Tony Tavares
California State
Transportation Agency

Amy R. Worth
Cities of Contra Costa County

Steve Heminger
Executive Director

Alix Bockelman
Deputy Executive Director, Policy

Andrew B. Fremier
Deputy Executive Director, Operations

Brad Paul
Deputy Executive Director,
Local Government Services

September 25, 2018

Via U.S. Mail

The Honorable Pete Sanchez
Chair
City Selection Committee for the
County of Solano
c/o Jeannette Neiger
675 Texas Street, Suite 6500
Fairfield, CA 94533

Dear Chair Sanchez:

Pursuant to the Metropolitan Transportation Commission's (MTC) enabling legislation, all Commissioners are appointed to concurrent four-year terms. The current term of your representative on MTC, the Honorable James P. Spering, expires on February 9, 2019. I have been asked by the Commission to request that the City Selection Committee for the County of Solano begin consideration of the nomination of Mr. Spering for reappointment, and to furnish the Solano County Board of Supervisors with the names of nominees from which the Board shall appoint a representative to serve a four-year term that commences on February 10, 2019.

Enclosed for your information is a copy of MTC's enabling legislation. MTC Commission members may be elected or appointed officials, or members of the general public. Pursuant to Government Code Section 66504: "Commissioners shall be selected for their special familiarity with the problems and issues in the field of transportation."

MTC Commissioners should expect to serve on one or more of the Commission's standing, special or advisory committees. Usually, the Commission and each committee meet once a month in San Francisco. From time to time, the Commission may conduct public hearings in the MTC region, which MTC Commissioners may be requested to attend. A \$100 per diem (up to a maximum of \$500 per month), plus Commission-authorized travel expenses, are paid to members for attendance at meetings of their committees, the Commission, and public hearings held by the Commission.

Should you wish additional information concerning the Commission or the responsibilities of its members, please feel free to contact me. The Commission would appreciate being notified of the reappointment or appointment of a representative as soon as possible.

Sincerely,



Rosy Leyva

Secretary to the Commission

RL:rc

Enclosure (1)

cc: The Hon. John M. Vazquez, Chair, Solano County Board of Supervisors (no enclosure)
Jeanette Neiger, Clerk of the Board, Solano County Board of Supervisors (no enclosure)
Commissioner James P. Spering (no enclosure)



Solano County

675 Texas Street
Fairfield, California 94533
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Agenda Submittal

Agenda #:	18	Status:	Consent Calendar
Type:	Appointment	Department:	Board of Supervisors
File #:	18-807	Contact:	Monica Brown, 707-784-3031
Agenda date:	12/04/2018	Final Action:	
Title:	Approve the appointment of Viola Robertson to the Solano Partnership Against Violence, representing District 2, for a term to expire on December 31, 2020		
Governing body:	Board of Supervisors		
District:	District 2		
Attachments:			

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ____ No X
Public Hearing Required? Yes ____ No X

DEPARTMENTAL RECOMMENDATION:

Supervisor Monica Brown recommends that the Board approve the appointment of Viola Robertson to the Solano Partnership Against Violence, representing District 2, for a term to expire on December 31, 2020.

SUMMARY:

Ms. Robertson graduated from Solano Community College with an Associate of Arts degree in criminal justice and a Bachelor of Arts degree in criminal justice from Sonoma State University. Ms. Robertson currently serves as the executive director of the Community Action Council, a non-profit organization dedicated to serving less fortunate residents of Benicia. Ms. Robertson previously served on the Solano County Equal Employment Opportunity Commission.

FINANCIAL IMPACT:

The costs associated with preparing the agenda item are nominal and absorbed by the District 2 FY2018/19 Adopted Budget.

ALTERNATIVES:

The Board could decide not to appoint Ms. Robertson. This is not recommended as Ms. Robertson is extremely well qualified for this position.

OTHER AGENCY INVOLVEMENT:

None.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION



Solano County

675 Texas Street
Fairfield, California 94533
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Agenda Submittal

Agenda #: 19
Type: Miscellaneous
File #: 18-866
Agenda date: 12/04/2018
Title: Conduct Quarterly Meeting of the East Vallejo Fire Protection District Board of Directors
Governing body: Board of Supervisors
District: All
Attachments:

Status: Regular Calendar
Department: East Vallejo Fire Protection District
Contact: Magen Yambao, 784-1969
Final Action:

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ☐ No ☒
Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

It is recommended that the Quarterly Meeting of the East Vallejo Fire Protection District be held.

SUMMARY/DISCUSSION:

Regular quarterly meetings are required by the Fire Protection District Law of 1987 which governs the operation of the District. County Resolution No. 2007-147 establishes that the Board of Directors shall meet in March, June, September and December of each year on the first Tuesday meeting of the Board of Supervisors. The District has no business to conduct at this time; however, the Board may provide direction to staff and receive public comment.

FINANCIAL IMPACT:

There is no cost to the County General Fund or any other fund associated with conducting this quarterly meeting. The EVFPD secures its fire protection services through an agreement with the City of Vallejo which is funded by property tax revenue collected from within the District boundaries.

The Board of Supervisors receives no compensation for sitting as the Board of Directors of the East Vallejo Fire Protection District.

DISCUSSION:

Agreement for Contractual Services EVFPD and City of Vallejo

The EVFPD has an agreement with the City of Vallejo (City) to provide fire protection services to the District. The current agreement was entered into in 1995 and has been extended several times with the most recent amendment being approved by the Board of Directors in May 2002. The agreement focuses on the need for fire protection services for the area covered by the EVFPD due to the "lack of sufficient funds to adequately

equip, staff and operate full fire protection service at the levels required for health and safety within the boundaries of the District.” The agreement goes on to define the fire protection services, “which shall be the same priorities, level and responsiveness of services as are provided within the city limits for services.” The City is compensated with all EVFPD revenues and income less a property tax administration fee and other minimal administration costs incurred by County staff to the District.

ALTERNATIVES:

The Board could choose not to hold their regular quarterly meeting. However, this is not recommended as the regular quarterly meetings are required by the Fire Protection District Law of 1987 which governs the operation of the District and County Resolution No. 2007-147 establishes that the Board of Directors shall meet in March, June, September and December of each year on the first Tuesday meeting of the Board of Supervisors.

OTHER AGENCY INVOLVEMENT:

No other agency was involved.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION



Solano County

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

Agenda Submittal

Agenda #:	20	Status:	Regular Calendar
Type:	Legislation	Department:	Board of Supervisors
File #:	18-853	Contact:	Michelle Heppner, 784-3002
Agenda date:	12/04/2018	Final Action:	
Title:	Consider and approve submittal of comment letter in response to the federal proposed change in the public charge rule published on October 10, 2018 in the Federal Register		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Draft Public Charge Comment Letter		

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ____ No X
Public Hearing Required? Yes ____ No X

DEPARTMENTAL RECOMMENDATION:

It is recommended that the Board of Supervisors consider and approve submittal of comment letter in response to the federal proposed change in the public charge rule published on October 10, 2018 in the Federal Register.

SUMMARY/DISCUSSION:

On November 13, 2018 the Board received a presentation and public comments on the federal proposed change in the public charge rule that will allow non-cash benefits to be considered in determining whether an individual is a public charge and thus prevent an individual from adjusting immigration status. The Board subsequently directed staff to work with the County's federal advocacy team, Paragon Government Relations in Washington, D.C. to draft a public comment letter in response to the proposal and the attached draft public comment letter which incorporates public and staff comments is submitted for the Board's consideration and approval. Public comments are due to the Federal Register during the 60-day public comment period which ends on December 10, 2018.

FINANCIAL IMPACT:

The costs associated with preparing the agenda item are nominal and absorbed by the County Administrative Office's FY2018/19 Adopted Budget.

ALTERNATIVES:

The Board could choose not to approve the draft public comment letter; however, the Board directed the draft letter be prepared based on public comment and staff information provided on November 13, 2018. The Board could direct changes to the letter prior its submittal.

OTHER AGENCY INVOLVEMENT:

Paragon Government Relations and Health and Social Services assisted in the preparation of the draft public comment letter.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

DRAFT

Samantha Deshommes, Chief
Regulatory Coordination Division, Office of Policy and Strategy
U.S. Citizenship and Immigration Services
Department of Homeland Security
20 Massachusetts Avenue NW
Washington, DC 20529-2140

Re: DHS Docket No. USCIS-2010-0012, RIN 1615-AA22, Comments in Response to Proposed Rulemaking: Inadmissibility on Public Charge Grounds

Dear Sir/Madam:

On behalf of the Solano County Board of Supervisors, I am writing to urge the Department of Homeland Security to withdraw its proposed immigration rule adding new factors when determining inadmissibility or denying a change or extension of immigration status based on public charge grounds.

Our County's mission is to promote cost-effective services which safeguard the physical, emotional, and social well-being of all of our residents. We partner with the federal government and the State of California to implement policies and administer programs to accomplish that mission. Given that counties in our state are responsible for delivering health and human services, we offer a unique perspective on the present and potential impact of the rule on not only our state but within our County.

If adopted, the new public charge tests would ultimately punish lawful, working immigrants for accessing non-cash health, nutrition, and housing support programs designed to help families succeed and thrive in Solano County.

The proposed changes to the public charge rules may also indirectly impact health and economic factors for the community as a whole. Nearly 20 percent of our residents were born outside of the United States, a figure that represents the area's diverse population. Thirty-seven percent (37%) of the children in Solano County (age 0-17) live with at least one parent born outside of the United States. Their parents include naturalized citizens, green card holders, and those who are aiming to become citizens. The children are largely U.S. citizens.

The proposal itself has caused a chilling effect on the use of programs by eligible, legal immigrants. Our Department of Health and Social Services (H&SS) and the Food Bank of Contra Costa and Solano County report an increase in client confusion and concerns regarding public charge. Not only would disenrollment or foregone enrollment lead to worse health outcomes and greater poverty risk for the families foregoing benefits, but the public's health at-large could be affected by sicker individuals in the community, increased emergency room use and

uncompensated care. Sicker individuals are less productive economically, and sicker children are known to have greater difficulty in school. There would be economic impacts as well: decreased revenues to health care providers, pharmacies, grocery and other retailers as a result of these impacted families foregoing nutrition assistance and medical coverage; and increased costs for our community based organizations serving immigrants. The chilling effect is likely to be especially acute for non-immigrant/citizen children who may be eligible for health and nutritional supports.

Public Charge Background

For decades, immigration officials have considered an immigrant's receipt of cash assistance, including Temporary Assistance for Needy Families (TANF or CalWORKs in California), Supplemental Security Income (SSI), General Assistance, or payments for long term institutional care in determining whether the applicant is likely to become dependent primarily on government support. This cash assistance test was codified into law under the *1996 Illegal Immigration Reform and Immigrant Responsibility Act* (P.L. 104–208). That law also created a new affidavit of support to counter any concern over the potential receipt of cash benefits.

That same year Congress created the Temporary Assistance for Needy Families program (P.L. 104-193). Other provisions in the *Personal Responsibility and Work Opportunity Reconciliation Act of 1996* (PRWORA; P.L. 104-193) restricted eligibility in law for TANF, Medicaid (Medi-Cal in California) and what is now the Supplemental Nutrition Assistance Program (SNAP or CalFresh in California) during an immigrant's first five years in the United States. Notably, the law did not alter the public charge test on receiving a cash benefit. But, given confusion and concern in immigrant communities, the federal government in 1999 clarified the law using policy guidance to confirm that the public charge test was still based solely on the receipt of cash assistance demonstrating that the immigrant was "primarily dependent on the government for subsistence."

The New Proposed Public Charge Tests

The proposed rule expands through regulation the definition of public charge and adds new negative factors to consider when an immigrant here legally applies to extend or adjust their current immigration status. Under the proposal, if a legal immigrant applies for, receives, or may potentially use federal non-cash benefits for which he or she may be eligible, such as Medicaid SNAP or federally subsidized housing, among other benefits, extending or changing his/her immigration status may be jeopardized.

Additionally, immigration officials would have a new expansive list of other factors to consider when determining a legal immigrant's application, including income, disability, English proficiency and age. When combined with non-case benefits, and immigration official would decide how to adjudicate the case.

The County notes the proposed rule itself agrees with our concerns outlined above. It cautions,

“There are a number of consequences that could occur ... Worse health outcomes, including increased prevalence of obesity and malnutrition, especially for pregnant or breastfeeding women, infants, or children, and reduced prescription adherence ... and increased rates of poverty.”

Another section of the proposal states the rule

“has the potential to erode family stability and decrease disposable income of families and children because the action provides a strong disincentive for the receipt or use of public benefits by aliens, as well as their household members, including U.S. children.”

Our concerns in are outlined in greater detail below. We describe studies documenting the chilling effect the proposal itself predicts, the potential shifts in costs to Solano County and the new administrative mandates our caseworkers encounter when working with legal immigrants in the County.

The Chilling Effect

Our county is receiving reports that the mere issuance of the proposal is affecting whether legal immigrants apply for or continue receiving federal non-cash benefits. Given the recent leaked drafts and subsequent official Notice of Proposed Rulemaking, those reports are not yet quantifiable. However, as outlined below, the enactment of laws in the past has indeed affected program participation.

The Migration Policy Institute’s June 2018 report summarizes studies performed after the 1996 welfare reform law documenting a large percentage of otherwise eligible legal immigrants choosing to withdraw from federal benefit programs. The U.S. Department of Agriculture found that food stamp use fell by 53 percent between 1994 and 1998 among U.S. citizen-children who had a noncitizen parent. Similar decreases in participation were found in Medicaid, including a drop of 17 percent among noncitizens and 39 percent among refugees and an even greater reduction in participation in the TANF program of 44 percent and 78 percent, respectively.

The UCLA Center for Health Policy Research has estimated, based on the experience in disenrollment from public programs following the 1996 welfare reform law, that between 317,000 and 741,000 Medicaid enrollees could dis-enroll in California due to the proposal. Of those receiving CalFresh benefits, disenrollment of between 129,000 and 301,000 persons may occur.

This fall, the Children’s Partnership of California issued a report estimating a range of potential disenrollment rates among children in immigrant families in our State. Using the Kaiser Family Foundation model to project the public charge impact in California, the Partnership estimates between 15 percent and 35 percent (269,000 to 628,000) otherwise eligible children would lose Medicaid, CHIP and other public health insurance. Similarly, SNAP/CalFresh disenrollment rates of between 15 percent and 35 percent are projected among children in immigrant families -- leading to the loss of 113,000 to 311,000 eligible children no longer participating.

Additionally, a 2018 survey of immigrant families in California conducted by the Partnership found a 67 percent increase in immigrant concerns reported by health providers about enrollment in Medi-Cal, CalFresh, Women, Infants, and Children (WIC) and other public programs, with 40 percent expressing interest in withdrawing from those programs. There was also a 42 percent increase in skipped health care appointments.

Given this likely chilling effect, an immigrant's reluctance to receive immunizations from or interact with our county health department may place our entire community at risk of infectious disease incidences and outbreaks such as influenza and measles.

Cost Shifts

Serving as the safety net for all of our residents, Solano is concerned that the above chilling effect will ultimately increase our financial responsibility for services essential to the health and well-being of all persons in our communities.

Solano County is proud of the enormous progress we and our State have made in to provide health coverage and access to our residents. From 2013 to 2017, California's uninsured rate in California dropped from 17 percent to under seven percent. One in three Californians are enrolled in California's Medicaid/Medi-Cal program. Statewide, one of every two children lives with an immigrant parent and more than half of all children are enrolled in Medi-Cal.

Consequently, forgoing Medi-Cal coverage will result in increased uncompensated care costs to be borne by counties. If immigrants in the County become afraid that receiving basic health care may jeopardize their ability to reside and participate in our communities, they may avoid our county clinics, local health department and other providers, ultimately forgoing preventive care including immunizations or well-baby checkups, for instance. Unfortunately, those choices will likely create future uncompensated care costs when illness or other health crises occur.

Solano County also urges that proposed rule not be amended to include participation in the federally funded Children's Health Insurance Program (CHIP) as a factor in determining public charge. California adopted the provision enacted in 2009 giving states the option to cover immigrant children and pregnant women with Medicaid and CHIP benefits during their first five years in the United States. Solano County's agency workers determine CHIP eligibility, given that it is embedded in our Medicaid program. Including CHIP in the public charge test would place financial stress on working families whose incomes exceed the Medicaid income guidelines but who qualify for CHIP and chose to dis-enroll or not apply for a non-cash benefit to help keep their children healthy.

The rule's chilling effect will directly affect the financial ability of our state's and nation's hospitals to provide health care to all patients. While the actual impact is uncertain, given the numerous variables in projecting individual behavior and the final rule, Manatt Health issued a report in November outlining the economic loss to hospitals. Manatt projects that the total amount of Medicaid and CHIP spending subject to the chilling effect is \$68 billion nationwide,

based on data from 2016. Of that amount, hospital payments are estimated at \$17 billion nationally, including \$7 billion for noncitizen enrollees and \$10 billion for enrollees who are family members of a noncitizen. They estimate that California's hospitals alone risk losing \$5.2 billion in revenues, or about one-third of the nation's total.

Along with Texas and Nevada, California is among the states with highest percentage of total Medicaid and CHIP spending at risk. Manatt projects that 26 percent, or \$21.8 billion of California's total Medicaid and CHIP spending, is subject to the chilling effect.

The county also opposes the proposal to include receipt of SNAP as a factor in determining public charge. Nearly four million Californians participate in the program and the vast majority do so for a limited period of time. Additionally, including as another factor the receipt/living in federally subsidized housing in a state with very expensive housing costs may lead to housing instability for some immigrant families.

Administrative Complexities

The proposed rule would create new administrative burdens and complexity for Solano County staff and the residents they assist. Those new burdens and mandates would include:

- *Documenting Self-Sufficiency:* Under the proposal, legal immigrants wishing to extend or revise their current legal status would have to complete Form I-944 – Declaration of Self-Sufficiency. The County would have to provide in the form of “a letter, notice, certification, or other agency documents” evidence demonstrating if the legal immigrant has ever applied for or received benefits, including the exact amount of the benefit and dates of benefits received. This mandate would generate a huge and may require access to information that has been archived from legacy systems no longer accessed.
- *Multiple Application Processes and Undermining Eligibility:* Solano County reduces administrative costs and the need for individuals and families to submit duplicate or similar information through the use of presumptive eligibility. This process allows counties to determine eligibility for other federal programs if the applicant qualifies for just one of them (e.g., Medi-Cal, CalFresh, CalWORKs).

Because of this streamlined application process, enrolling in programs such as the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) program - which are not on the public charge list - will likely be undermined given the chilling effect, and/or will require counties to enhance administrative efforts to increase and conduct separate enrollment procedures. Although it is likely not due to presumptive eligibility, in Solano County, we are already receiving reports of a 20 to 25 percent drop in WIC participation.

Congress has expressly permitted in law that WIC presume any individual on Medicaid, SNAP, or TANF to be income-eligible for it, thus reducing the paperwork burden during WIC certification. In fact, in 2016, 74.9% of WIC participants were eligible due to eligibility for another program.

- *Reduced Use of Applying Online for Benefits:* Similarly, the proposed inclusion of Medi-Cal and CalFresh on the public charge list will also undermine administrative efforts to streamline application processes, given the fact an immigration official would be able to review and count as a negative factor whether an immigrant simply uses an online process to determine or pre-screen eligibility for benefits.
- *Increased “Churn” Among the Eligible Caseload:* As legal immigrants learn about the new rule, more families will terminate their participation in programs, as the County is already experiencing. However, if an immigrant’s need for health, nutrition or other services becomes acute, they may re-apply. This on-again-off-again approach to enrolling in benefits not only jeopardizes an individual’s health and well-being, it also unnecessarily duplicates the work and increases costs for the County.

For all of these reasons, Solano County strongly opposes adding any additional programs to the totality of circumstances test for legal immigrants and urges the Department to rescind the proposed rule on public charge.

If you have any questions, please contact Gerald Huber, Director, Health and Social Services at grhuber@SolanoCounty.com or 707.784.8400 or Tom Joseph, Washington Representative for Solano County at tj@paragonlobbying.com or 202-898-1446.

Sincerely,

JOHN M. VASQUEZ, Chair
Solano County Board of Supervisors



Solano County

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Agenda Submittal

Agenda #:	21	Status:	Regular Calendar
Type:	Legislation	Department:	County Administrator
File #:	18-814	Contact:	Michelle Heppner, 784-3002
Agenda date:	12/04/2018	Final Action:	
Title:	Review and consider approval of Solano County's Proposed 2019 State Legislative Platform and Proposed 2019 Federal Legislative Platform; Consider approval of three legislative proposals related to the Office of the State Fire Marshal plan review and inspection authority to avoid critical project schedule delays, the Cache Slough Complex Management Plan, and an Aircraft Keeper's Lien; and Receive a legislative update from staff and the County's state legislative advocate		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - DRAFT 2019 Federal Legislative Platform (Redlined), B - DRAFT 2019 Federal Legislative Platform (Clean), C - DRAFT 2019 State Legislative Platform (Redlined), D - DRAFT 2019 State Legislative Platform (Clean), E - 2019 Legislative Proposals, F - Federal Legislative Update		

Date:	Ver.	Action By:	Action:	Result:
Published Notice Required?	Yes _____	No <u> X </u>		
Public Hearing Required?	Yes _____	No <u> X </u>		

DEPARTMENTAL RECOMMENDATION:

It is recommended that the Board of Supervisors review and consider approval of Solano County's Proposed 2019 State Legislative Platform and Proposed 2019 Federal Legislative Platform; Consider approval of three legislative proposals related to the Office of the State Fire Marshal plan review and inspection authority to avoid critical project schedule delays, the Cache Slough Complex Management Plan, and an Aircraft Keeper's Lien; and Receive a legislative update from staff and the County's state legislative advocate.

SUMMARY:

The Board adopts a Legislative Platform on an annual basis which is intended to provide policy direction on state and federal legislation of interest to the County. The proposed 2019 Legislative Platform is a focused, comprehensive state and federal agenda outlining the County's priorities for the coming year. For the upcoming legislative session, the County's specific "Priority Issues" remain static based on having the greatest potential and need for state and federal participation however one additional priority area, Seniors and the Disabled, has been added to the proposed State Legislative Platform. In addition, two legislative proposals related to the Office of the State Fire Marshal plan review and inspection authority to avoid critical project schedule delays and a request for the state to develop the Cache Slough Complex Management Plan. The legislative program also provides the County's state and federal legislative representatives with a clear understanding of the County's priorities. The Proposed 2019 State Legislative Platform and the Proposed 2019 Federal Legislative Platform were reviewed by the Legislative Committee on November 5, 2018. The agenda for the November 5, 2018 legislative platform is available at the following link:

[<http://www.solanocounty.com/civicax/filebank/blobdload.aspx?BlobID=29424>](http://www.solanocounty.com/civicax/filebank/blobdload.aspx?BlobID=29424)

FINANCIAL IMPACT:

The legislative program is designed to result in additional funding and cost avoidance relative to Solano County. The cost of preparing this report and compiling the information is a General Fund cost covered in the County Administrator's FY2018/19 Adopted Budget.

DISCUSSION:

In December 2012, the Board approved the 2013 State and Federal Legislative Platforms in a format that was different from prior years. The revised format reflects the County's specific "Priority Issues" that have the greatest potential and need for state and federal participation and provide the focus areas on which the County's state and federal legislative advocates can concentrate advocacy efforts. In addition, the revised format includes general legislative principles in a variety of subject areas. The priority issues combined with the accompanying legislative principles provide a solid foundation for the County's State and Federal legislative representatives in understanding the County's legislative agenda.

For the upcoming legislative session, the Proposed 2019 State Legislative Platform and the Proposed 2019 Federal Legislative Platform maintains the same format with suggested changes/additions/deletions as outlined in Attachment A - redlined and Attachment B - clean version for federal priorities and Attachment C - redlined and Attachment D - clean version for state priorities.

Staff is recommending that the County's "Priority Issues" for 2019 (listed alphabetically) are Funding for Key Water Infrastructure Projects, Health and Human Services, Housing, Economic Development, and Transportation Programs, Military Presence, Public Safety and Emergency Preparedness, and Sacramento-San Joaquin Delta and Suisun Marsh at the federal level and Affordable Care Implementation, Children, Youth, and Families, County Revenue Sources and Authority, County Strategic Plan, Environmental and Open Space, Sacramento-San Joaquin Delta and Suisun Marsh, State Realignment and Cost Shifts, Seniors and the Disabled as a new addition, and Voting and Election Efficiencies at the state level. Seniors and the Disabled is a new priority for 2019.

Each Legislative Platform also outlines, by policy area, general legislative principles on issues that enable County staff and the County's legislative advocates to respond timely to state and federal legislative proposals throughout the legislative session.

One of the primary goals of the County's legislative program is to enable timely and effective advocacy of County interests on pending state and federal legislation and issues. The Proposed 2019 Legislative Platforms allows the County's legislative advocates and staff to identify and monitor legislative activities of importance, prepare letters of support or opposition, coordinate lobbying efforts, and advance County goals and objectives at both the state and federal levels.

The legislative issues that are included in the Proposed 2019 Legislative Platforms are recommended by County departments and their ally nonprofit organizations with input from the County's state and federal legislative advocates. The Proposed 2019 Legislative Platforms incorporate elements of the County's Strategic Plan, General Plan, and prior legislative actions as well as other priorities, as outlined by the Board.

On November 5, 2018, the Legislative Committee discussed the Proposed 2019 Legislative Platforms and recommended forwarding them to the full Board for approval. Since review by the Legislative Committee, staff has inserted three additional principles in the proposed 2019 Federal Legislative Platform, one related to

“public charge” following the discussion on the issue that was included on the agenda and was heard by the Board of Supervisors separately on November 13, 2018 and two to support funding for enhanced improvements to the roadway and flooding at the Dixon Veterans Cemetery.

While the Proposed 2019 Legislative Platform seeks to accurately reflect the current challenges and threats imposed by both state and federal governments, should unanticipated issues arise, additional modifications may be required in future.

Once approved, the County’s 2019 Legislative Platforms will be posted to the Legislative Affairs website and can be accessed at <http://www.solanocounty.com/legislation/>. The website enables County staff and members of the public the ability to view state bills tracked by the County each legislative session and provide the status of positions taken by the County on bills tracked. Other functions available on the website include bill search, options to find legislatures, and posted Legislative Committee agenda packets.

In addition the proposed 2019 Legislative Platforms, the Legislative Committee recommended forwarding two legislative proposals related to the Office of the State Fire Marshal plan review and inspection authority to avoid critical project schedule delays and a request for the state to develop the Cache Slough Complex Management Plan to the full Board for approval. Each is summarized separately below and included in the previously noted November 5, 2019 Legislative Committee agenda packet. They are also attached to this staff report at Attachment F.

1. **Legislative Proposal - Office of the State Fire Marshal, Fire and Life Safety Division, Plan Review Resource Augmentation:** Solano County is a grateful and fortunate recipient of over \$23 million in non-local funding provided by the Adult Local Criminal Justice Facilities Construction Program, also known as SB1022 Program, administered by the California Board of State and Community Corrections. This funding award, which was based on competitive applications submitted by California Counties, allows the County to leverage approximately one local or County dollar for each of nine state dollars up to the maximum funding award of over \$23 million. Solano County is constructing the Rourke Vocational Training Center, which will provide needed training and education to adult offenders to increase their employment prospects following release with the ultimate goal of reducing recidivism. State approvals, including those performed by the Office of the State Fire Marshal (OSFM) are required for the County to comply with the requirements of the SB1022 Program and Counties were instructed to incorporate standardized review times into responsive submittals. Due to successive, unprecedented and large scale fires, OSFM personnel have provided emergency response during the protracted fire seasons and therefore the standardized time frames for plan review and construction inspections have been exceeded. This, in turn, has translated into delay claims by consultants and contractor hired by Solano County, which increases County costs associated with the project. This legislative proposal, offered in the spirit of partnership, would allow the OSFM, Fire and Life Safety Division to delegate plan review and inspection authority to a designated third-party inspection agency or to another State agency who has resource capacity and regulatory knowledge commensurate with the OSFM such as the Division of the State Architect when OSFM staff is otherwise unable to complete plan reviews and inspections in time to avoid critical project schedule delays. The intended fiscal impact is save local dollars that would otherwise be paid to consultants and contractors due to unforeseeable delays associated with plan review and inspections on State-funded building projects administered at a local level.
2. **Development of a Cache Slough Complex Management Plan and moratorium of new Ecosystem Restoration projects within the Cache Slough Complex until such a plan is developed:** The Cache Slough Complex, located in the lower portion of the Yolo Bypass mostly within Solano County, is a highly productive agricultural region. Due to its location in relationship to the Delta and Yolo Bypass, the agricultural lands within the Cache Slough Complex have been, or are at risk of

being, lost due to ecosystem restoration projects associated with the state water project or from flood risk reduction measures. Lands within the Cache Slough Complex are being acquired in a patch-work fashion with little attention to direct, indirect and cumulative impacts to the region. This results in the potential or actual loss of vast areas of productive agricultural lands, creation of conflicts with the various land uses, and decreases in the value and effectiveness of both agriculture and ecosystem/flood control efforts in the region. While the County has been engaged in partnership with other local, state and federal agencies regarding planning for this area, no approved comprehensive management plan has yet been developed or implemented. Solano County is also considering using its land use authority to implement a local policy plan overlay that would establish allowed uses consistent with the General Plan within the region. This legislative proposal would support development of a Cache Slough Complex Management Plan to address the variety of land uses in the region in a coordinated effort to provide benefit and value to all uses, including agriculture. The plan would be developed through input from stakeholders and agencies within the area, including Solano County. The legislation would also address prospective ecosystem restoration projects in the region in the absence of a Cache Slough Complex Management Plan. Finally, the legislation would be supportive of local planning efforts to develop land uses consistent with an adopted General Plan.

Following the November 5, 2018 Legislative Committee meeting, an additional legislative proposal has been included which was not reviewed by the Committee.

- 3. Legislative Proposal - Aircraft Keeper's Lien:** The proposal is to seek legislation to clean up the aircraft lien law for aircraft storage purposes under Cal. Code of Civil Procedure (CCP) sec. 1208.61. In 1980, the lien sale provisions of the aircraft lien laws (specifically CCP 1208.65 et seq.) were declared unconstitutional but the statutes have not been amended. This past year, the County encountered a lien problem with aircraft storage at the Nut Tree Airport and is seeking legislation to remedy the unconstitutional provisions in the law.

ALTERNATIVES:

The Board may choose not to accept the Proposed 2019 State Legislative Platform and Proposed 2019 Federal Legislative Platform.

The Board may also choose to accept the Legislative Platform in part or not at all.

The Board may amend the Legislative Platform in any manner and at any time.

The Board may choose not to approve any or some of the legislative proposals.

OTHER AGENCY INVOLVEMENT:

Staff consulted with County Department Heads, County affiliated nonprofit agencies, Solano Transportation Authority, Solano County Water Agency, Travis Community Consortium, Delta Counties Coalition, the County's state and federal legislative advocates, the California State Association of Counties, the National Association of Counties, as well as the League of California Cities.

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SOLANO COUNTY 2019 FEDERAL LEGISLATIVE PROGRAM

Here in Solano County we take seriously our role in local government to create a bright and promising future for everyone who lives, learns, works and plays here – free of discrimination – by establishing and maintaining the social, economic and physical environments that promote good health while protecting vulnerable populations - giving everyone the chance to succeed. Our residents share in this promise, and, by working together, we endeavor to establish communities where people are safer, families are stronger and local economies thrive. By acknowledging the significant contributions of diverse groups of people – both present and in the past – we welcome a future that is bright and promising, while embracing a set of values that gives everyone the chance to be the best versions of themselves they can possibly be. To this end, all persons within Solano County are free and equal, and shall not be discriminated against based on their age, gender, race, color, religion, ancestry, national origin, disability, medical condition, genetic information, marital status, sexual orientation, gender identity, primary language, citizenship, or immigration status. (H&SS - Wallace Pearce, Senior Coalition Executive Committee)

PRIORITY ISSUES

The ability of the County to serve its residents and provide for a thriving and sustainable community requires support from all levels of government. Federal legislative policy and funding decisions affect the County's ability to deliver services. In order to fulfill the County's commitment to the community, Federal resources should be sought to support the County's mission to enrich the quality of life in the County. To this end, the County Board of Supervisors supports the priorities and the legislative principles set forth below.

Priority issues are those that have a significant impact on County business and on which County staff, including the County's Federal legislative advocates, will concentrate their legislative efforts during the 2018 Legislative Session. The County's top priorities (Listed Alphabetically) include:

1. Funding for Key Water Infrastructure Projects - Support efforts to authorize and fund key water infrastructure projects in Solano County, including dredging, water reuse and recycling, and flood control projects.
2. Health and Human Services - Support increased federal funding for services and income support needed by parents seeking to reunify with children who are in foster care. Support increased financial support for programs that assist foster youth in the transition to self-sufficiency, including post-emancipation assistance such as secondary education, job training, and access to health care. Support retaining the entitlement nature of the Title IV-E Foster Care and Adoption Assistance programs and elimination of outdated rules that base the child's eligibility for funds on parental income and circumstances. Support federal funding to address the service needs of youth who are victims of commercial sexual exploitation. Support reauthorization of the Temporary Assistance for Needy Families (TANF) program with a particular emphasis on restoring state and county flexibility to tailor work and family stabilization activities to families' individual needs. Support ongoing Social Security benefits. Support federal Medicaid funding to be enhanced for individuals placed in Institutions for Mental Disease (IMDs). Support increased federal funding for the Older Americans Act and for programs and initiatives that enhance sustenance of independent living for disabled and senior adults. (H&SS - Wallace Pearce, Senior Coalition Executive Committee)
3. Housing, Economic Development, and Transportation Programs - Support the highest possible funding level for key federal housing and economic development programs. Support efforts to restore and revitalize property impacted by prior realignment or closure of military installations. In the area of transportation, support efforts to protect the Highway Trust Fund and support programs that provide funding for local roads, bridges, transit initiatives, and aviation. Support enhanced federal funding to address issues of homelessness, including homelessness and imminent homelessness among disabled and senior adults, in our country. (H&SS - Wallace Pearce, Senior Coalition Executive Committee)

4. Military Presence - Support efforts to protect Travis Air Force Base from budget reductions, downsizing, as well as advocate for new and/or alternative missions to be directed to the base. Support additional assets/missions such as C-17, KC-46 squadrons, modernization of existing aircraft, and gaining other aviation and non-aviation missions. Support infrastructure investments, including military construction projects and housing upgrades and enhance use of underutilized property on base. Support efforts to implement and maintain public-public/public-private partnerships with Travis Air Force Base and other community organizations/agencies. Support funding for the maintenance, operations, and upkeep of federal facilities and infrastructure following the close of a military installation. (District 2)
5. Public Safety and Emergency Preparedness - Support funding for programs that assist Solano County with efforts aimed at reducing crime and enhancing public safety through community partnerships and multi-jurisdictional efforts. In addition, support funding for programs that assist the County with disaster response and preparedness and homeland security-related needs, including efforts aimed at achieving communications interoperability.
6. Sacramento-San Joaquin Delta and Suisun Marsh - Support legislative and administrative efforts to protect the Sacramento-San Joaquin Delta and the County's interests relative to land use, agricultural stability, economic development, police or emergency response mandates, environmental preservation, flood protection, levee stability, habitat conservation, recreation, water supply, water quality, water rights, and dredging activities. Support governance structures that give local government a strong and equal voice with other stakeholders in setting Delta policy.

Furthermore, the Board of Supervisors adopts the following principles (Listed Alphabetically by Policy Area):

Agriculture, Natural Resources, and Water

Solano County supports federal legislative and regulatory actions that protect and enhance the County's significant agricultural, water, and natural resources. The County opposes any efforts to cut funding streams for critically important federal resource programs. Specific principles include:

1. Support efforts to strengthen inspections at borders and ports of entry to safeguard against invasive pests and diseases.
2. Support funding for USDA's Plant Pest and Disease Management and Disaster Prevention Program and similar efforts to eradicate invasive pests; support increases for specialty crop support and the entitlement nature of the Supplemental Nutrition Assistance Program (SNAP).
3. Support efforts to facilitate/expedite inspection of US Postal packages profiled by detector dogs to contain fruit or plant material.
4. Support legislation to indemnify growers for losses due to Plant Quarantine.
5. Support legislation reducing redundant enforcement of aquatic herbicide/pesticide use under the Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA) and the Clean Water Act.
6. Support a more equitable distribution of USDA funds for Wildlife Services provided to California counties.
7. Support efforts to protect the County's Farm Gate, including, but not limited to, full mitigation of agricultural and other economic impacts associated with habitat restoration efforts.
8. Support funding for local mapping of flood hazard areas and advocate for the US Army Corps of Engineers and other federal agencies to protect the County from these hazards.
9. Support legislation to protect the Sacramento-San Joaquin Delta, establish a Delta National Heritage Area and to protect and promote the economic vitality and cultural, historical, and natural assets of the region. (Resource Management)
10. Oppose efforts to provide federal funding – either through direct appropriations or indirect federal financing support mechanisms – for the California WaterFix project or similar water diversion project.

General Government

Solano County supports federal legislative and regulatory actions that protect and enhance the general welfare and quality of life of the County's residents. The County opposes unfunded Federal mandates and Federal actions that would preempt local decision-making authority. Specific principles include:

1. Support efforts to realign government services with necessary funding in order to improve the delivery of services, including technology acquisitions, training, and upgrades.
2. Support efforts that protect and/or enhance local governments' revenues, maximize the County's access to Federal funding sources, and/or increases local funding flexibility.
3. Support legislation that provides tax and funding formulas and regulations for the equitable distribution of Federal monies while opposing attempts to decrease, restrict, or eliminate County revenue sources.
4. Support funding for domestic infrastructure, public safety, community development, and environmental programs.
5. Support any expansion, continuation, and/or increased flexibility in the bidding/procurement, delivery, and management of construction projects.
6. Support legislation that provides grants and funding programs for the preservation, rehabilitation, and maintenance of historically and/or architecturally significant buildings and structures.
7. Support funding for the Payment-in-Lieu-of-Taxes (PILT) program.
8. Support legislation and the California State Association of Counties (CSAC) efforts to influence reform of the U. S. Department of the Interior's fee-to-trust process.
9. Support efforts to enact legislation and regulations to require the Bureau of Indian Affairs (BIA) to provide public notice to tribal, city and county governments whenever a tribe requests a restored lands determination or submits a fee-to-trust application.
10. Support funding and regulatory efforts to expand broadband services to all County residents.

Health and Human Services

Solano County supports federal legislative and regulatory actions that promote the health and welfare of the County's most vulnerable residents, including children, the disabled and seniors. The County opposes any efforts to cut funding streams for critically important health and human services-related programs, such as Medicaid, Medicare, Supplemental Security Income (SSI), and the State Supplementary Program for the Aged, Blind and Disabled (SSP), and opposes efforts to reduce local flexibility in the implementation of such programs. Specific principles include: [\(H&SS - Wallace Pearce, Senior Coalition Executive Committee\)](#)

1. Support reauthorization of TANF with a primary focus on restoring state and county administrative flexibility.
2. Support increased funding for the Prevention and Public Health Fund (PPHF), the Maternal, Infant, and Early Childhood Home Visiting Program, the Substance Abuse and Mental Health Services Administration (SAMHSA), the Community Mental Health Services (CMHS), the Substance Abuse Prevention and Treatment (SAPT) Block Grants, the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC), Supplemental Nutrition Assistance Program—Education (SNAP-Ed), and the Title IV-D Child Support program. Emphasis should be placed on the need to provide funding for streamlined and coordinated operations.
3. Support eliminating the Federal health benefits "inmate exception" for persons in County jails and detention centers who are in custody pending disposition of charges.
4. Support eliminating the cutoff of funding for individuals that are incarcerated but not convicted, as the cost of medical care for these inmates' defaults to the County.
5. Support efforts to ensure competitive equity for suburban areas (on par with urban and rural areas) for Federal grant opportunities.
6. Support funding for subsidized child care services and child development programs, including school readiness for all children.

Health and Human Services (Continued)

7. Support funding for programs and activities that support the special needs of elderly and persons with disabilities, including increases to Supplemental Security Income (SSI); support reauthorization of, and increased funding for, the Older Americans Act, with considerations given to caseload growth, cost-of-living adjustments and equitable distribution of funds to those areas with larger senior populations. (H&SS - Wallace Pearce, Senior Coalition Executive Committee)
8. Support legislation that would provide a comprehensive response to elder abuse, neglect and exploitation, including fully funded, mandated investigations of reports of elder abuse and neglect in facilities by Long-Term Care Ombudsmen. (H&SS - Wallace Pearce, Senior Coalition Executive Committee)
9. Support efforts to allow for utilizing billing codes for brief intervention services for alcohol and drugs and for two different services on the same day in a Federally Qualified Health Center (FQHC).
10. Support legislation that increases taxes on combustible tobacco products, tobacco-based inhalation devices, and electronic cigarettes, and uses the revenue for children and family programs, including smoking cessation programs.
11. Support legislation that requires specific bills to undergo a health impact assessment of current and predicted effects, possibly completed by a nonpartisan body.
12. Support all health equity efforts at various institutional and sectorial levels, and ensuring a broader equity strategy within institutions and sectors. Applying metrics to identify equity gaps and measuring gains in intervention areas is a key priority.
13. Expand the current list of billable medical expenses to include valuable services (Promotoras, chronic disease self-management programs, healthy food purchasing, etc.) which are part of a broader menu of efforts to combat chronic disease.
14. Support efforts to reduce intake of high fat, sugar, sodium foods and beverages which may contribute to higher risk for developing specific chronic diseases, and to regulate the distribution and sale of powdered alcohol.
15. Support policy for evidenced-based home visiting services as a preventive service, therefore eligible for Medi-Cal reimbursement such as California's Medicaid 1115 Waiver.
16. Support legislation and efforts to promote and implement "whole person care" and to address social determinants of health.
17. Support legislation and efforts to solidify and expand healthcare coverage and insurance implemented with the Affordable Care Act. Support federal funding to increase access to health care to address issues of worker shortage within the healthcare field. Support federal funding for administration of the Medi-Cal program.
18. If repealed, support a comprehensive Affordable Care Act replacement that ensures market and delivery system stability and continued coverage for more than 14 million Californians.
19. Support legislation that supports retaining and establishing grocery stores, farmers' markets and other healthy food providers often lacking in impoverished communities and accept electronic benefit transfer (EBT).
20. Support additional federal resources to establish and maintain robust outreach and enrollment programs for seniors eligible for the Supplemental Nutrition Assistance Program (SNAP/Cal Fresh). Additionally, support programs to supplement the food and nutrition needs of seniors who may not have the resources to access or prepare food due to lack of transportation, functional limitations, or health problems.
21. Support legislation to add e-cigarettes, menthol and smokeless tobacco products containing nicotine to the list of tobacco related products to be regulated by the U.S. Food and Drug Administration.
22. Oppose proposed regulations to change the public charge rule that, if implemented, would consider the receipt of federal non-cash benefits and other factors including income, age and health when determining whether a legal immigrant who is applying to extend or adjust his or her status is likely to become primarily dependent on government support. The mere issuance of the proposal is causing some otherwise eligible individuals to forgo or withdraw from health and human services programs which help ensure the wellbeing of all County residents, including immigrants. (CAO / Paragon)

Housing, Community and Economic Development, and Workforce Investment

Solano County supports federal legislative and regulatory actions that promote local housing and community development programs and activities, workforce development programs, and programs aimed at encouraging local job and business growth. The County opposes efforts to cut funding for these critically important programs, as well as efforts to restrict local flexibility in the administration of such programs. Specific principles include:

1. Support increased funding for existing programs including the Community Development Block Grant (CDBG), the HOME Investment Partnerships Program (HOME), the Neighborhood Stabilization Program (NSP), and Housing and Urban Development (HUD) Section 8, permanent, transitional housing, and Rental Assistance Programs, and HUD Section 202 funding for supportive housing for the elderly.
2. Support legislation that enhances a public/private, performance-driven block grant program that provides investments in the nation's workforce, including the unemployed and those in need of skills training.
3. Support or seek federal grant funding opportunities that advance and improve housing, community and economic development, and workforce investment opportunities and legislative principles for disadvantaged individuals and families including the homeless, disabled and seniors. (H&SS - Wallace Pearce, Senior Coalition Executive Committee)
4. Support efforts to connect health care and housing options for elderly and persons with disabilities to ensure Affordable Care Act home and community based services are effective.
5. Oppose efforts to reduce U.S. Economic Development Administration (EDA) funds and support expanded eligibility and access to these funds.

Public Safety and Emergency Disaster Preparedness

Solano County supports federal legislative and regulatory actions that promote funding for key justice, public safety, and emergency preparedness programs. The County opposes efforts to cut funding for such programs, as well as efforts to restrict local flexibility in program administration. Specific principles include:

1. Support funding for the Byrne Justice Assistance Grant (Byrne/JAG) Program, the Community Oriented Policing Services (COPS) program, the State Criminal Alien Assistance Program (SCAAP), the Juvenile Accountability Block Grant (JABG), and Title IV-E Juvenile Probation Services funding.
2. Support funding for emergency disaster preparedness programs, such as FEMA - Emergency Management Performance Grants (EMPG), the Urban Areas Security Initiative (UASI), and emergency disaster preparedness and infrastructure damage recovery programs.
3. Support funding for prevention, intervention, victim support and services for families experiencing domestic violence, sexual assault, child abuse, dating violence, stalking, elder abuse and human trafficking.
4. Support funding for the prevention and enforcement of financial exploitation of vulnerable populations.
5. Support legislation to provide Federal offset to recover outstanding restitution ordered to the victims of crimes and other delinquent court ordered fines, penalty assessments, and fees associated with criminal or juvenile justice proceedings. Support new legislation that would increase the collection term from three years to between 10 and 20 years, thereby avoiding having to seek civil judgments against clients.
6. Support funding to implement supervision strategies and evidence-based practices that consider the treatment and service needs of targeted probationers such as sexual offenders, domestic violence offenders, and/or those with mental illness.
7. Support funding for flood protection and flood response, particularly as it pertains to areas where governmental and municipal buildings play a role in local emergency response.
8. Support efforts to extend high urban threat areas delineation to include rural locations and sensitive areas adjacent to rail.
9. Support legislation that improves the availability, affordability and coverage for earthquake and flood insurance.
10. Support efforts to enhance capacity of local emergency responders to respond to potential emergency events resulting from hazardous materials releases from rail cars.

Resource Management, Environmental Health, and Sustainability

Solano County supports federal legislative and regulatory actions that promote the environmental health and sustainability of the County, including funding for key programs. The County opposes efforts to cut funding for such programs, as well as efforts to restrict local flexibility in program administration. Specific principles include:

1. Support Federal funding for green road maintenance and other enhancements to the transportation network that reduce greenhouse gas emissions.
2. Support funding and incentives for smart growth and sustainable development.
3. Support measures that further the goals of the County's climate protection and sustainability efforts as referenced in the Board-adopted Climate Action Plan.
4. Support actions that improve environmental health regulatory program implementation, which improves the County's ability to provide a responsive, efficient and effective County Environmental Health program.
5. Support funding for County programs and projects that address sustainability issues such as air quality improvement, energy efficiency, water conservation, renewable energy, fuel efficiency, energy adequacy, and security while balancing the reduction of emissions with impacts on business.
6. Support legislation that modifies existing law to improve implementation of environmental health regulatory programs.
7. Support funding for implementation of environmental health programs such as food protection, recreational health, solid waste, liquid waste, water supply and hazardous materials programs.
8. Support legislation that reduces or simplifies reporting requirements for local environmental health programs to the state.
9. Oppose FEMA proposals to require local jurisdictions to purchase repetitive loss properties.
10. Support funding that improves land use planning for major economic drivers and infrastructure projects and flood risk reduction in the County. (Resource Management)
11. Support legislation that fosters, establishes or expands regional purchasing capabilities and inter-jurisdictional infrastructure development to achieve local environmental and sustainability goals/requirements.
12. Support legislative efforts to keep National Conservation Lands, monuments, wildlife refuges, and other recreation lands open in the County. (Resource Management)

Transportation

Solano County supports federal legislative and regulatory actions that promote and protect the transportation needs of our community. The County opposes efforts to cut funding for key transportation programs, as well as efforts to restrict local flexibility in the administration of such programs. Specific principles include:

1. Support efforts to protect and increase funding for transportation programs and projects within the County.
2. Support a robust Federal transportation reauthorization measure that provides the highest possible funding level for key local transportation programs and projects, including local roads, bridges, and transit priorities.
3. Support consideration of an increase or the indexing of the Federal gasoline tax and alternative sources of funding.
4. Support continued funding of the FAA Airport Improvement Program (AIP) for airport capital improvement projects.
5. Support efforts to improve rail and rail car safety, including positive train control (PTC) technologies, for transportation of hazardous materials including crude oil.
6. Support implementation of Federal Highway Administration program allowing reciprocity between the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA).

Veterans and Veterans Affairs

Solano County supports federal legislative and regulatory actions that promote and protect the health and general welfare of veterans in our community. The County opposes efforts to cut funding for key veterans programs, as well as efforts to restrict local flexibility in the administration of such programs. Specific principles include:

1. Support efforts that provide enhanced benefits for veterans and active duty, reserve and National Guard members that are cost-neutral to counties, including expanded mental health services.
2. Support efforts that would provide increased access for County Veterans Service Offices (CVSO) to VA information systems for use in developing and monitoring claims submitted on behalf of veterans, including but not limited to the federal Public Assistance and Reporting Information System (PARIS).
3. Support efforts to create a federal/state/local government partnership to reduce the VA veteran's claims backlog and expand outreach services to veterans.
4. Support legislation that would make it a criminal offense to intentionally misdirect or mislead a veteran, or anyone acting on the veterans behalf, concerning benefits or entitlements.
5. Support efforts to expand/increase VA responsibility to educate veterans on their entitlements.
6. Support legislation that would establish priority enrollment and registration for veterans in community colleges, state colleges, and universities.
7. Support legislation and funding to improve existing and construct new local veteran's facilities.
8. Oppose legislative efforts to reduce, cap or otherwise negatively impact veterans, active duty, reserve and National Guard members' pay and compensation packages.
9. Support legislation that would eliminate the Means Test (Income limits) for veterans to qualify for VA medical care.
10. Support legislation that would authorize VA pharmacies to honor prescriptions written by non-VA physicians.
11. Support legislation that would expand the eligibility criteria for VA Dental Services for veterans eligible for VA Healthcare.
12. Support legislation that would provide CVSO's to send veteran claims electronically to the Veteran's Administration using D to D technology and the County's Vet Pro platform.
13. Support legislative efforts and funding to improve flood channels at the Sacramento Valley National Cemetery in Dixon to allow for increased flood protection of the grave sites and surrounding cemetery property. (District 4 / Roland Sanford, SCWA)
14. Support funding to upgrade Midway Road to ease the entry/exit to the Sacramento Valley National Cemetery in Dixon. (District 4)

Other Agency Legislative Priorities

1. Delta County Coalition - Support the principles developed collectively by the Delta Counties Coalition.
2. Solano Transportation Authority – Support the 2019 federal legislative priorities and programs as outlined and adopted by the Solano Transportation Authority.
3. Travis Community Consortium – Support the mission of all military organizations located within the County. Support the 2019 federal legislative priorities adopted by the Travis Community Consortium.

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SOLANO COUNTY 2019 FEDERAL LEGISLATIVE PROGRAM

Here in Solano County we take seriously our role in local government to create a bright and promising future for everyone who lives, learns, works and plays here – free of discrimination – by establishing and maintaining the social, economic and physical environments that promote good health while protecting vulnerable populations - giving everyone the chance to succeed. Our residents share in this promise, and, by working together, we endeavor to establish communities where people are safer, families are stronger and local economies thrive. By acknowledging the significant contributions of diverse groups of people – both present and in the past – we welcome a future that is bright and promising, while embracing a set of values that gives everyone the chance to be the best versions of themselves they can possibly be. To this end, all persons within Solano County are free and equal, and shall not be discriminated against based on their age, gender, race, color, religion, ancestry, national origin, disability, medical condition, genetic information, marital status, sexual orientation, gender identity, primary language, citizenship, or immigration status.

PRIORITY ISSUES

The ability of the County to serve its residents and provide for a thriving and sustainable community requires support from all levels of government. Federal legislative policy and funding decisions affect the County's ability to deliver services. In order to fulfill the County's commitment to the community, Federal resources should be sought to support the County's mission to enrich the quality of life in the County. To this end, the County Board of Supervisors supports the priorities and the legislative principles set forth below.

Priority issues are those that have a significant impact on County business and on which County staff, including the County's Federal legislative advocates, will concentrate their legislative efforts during the 2018 Legislative Session. The County's top priorities (Listed Alphabetically) include:

1. Funding for Key Water Infrastructure Projects - Support efforts to authorize and fund key water infrastructure projects in Solano County, including dredging, water reuse and recycling, and flood control projects.
2. Health and Human Services - Support increased federal funding for services and income support needed by parents seeking to reunify with children who are in foster care. Support increased financial support for programs that assist foster youth in the transition to self-sufficiency, including post-emancipation assistance such as secondary education, job training, and access to health care. Support retaining the entitlement nature of the Title IV-E Foster Care and Adoption Assistance programs and elimination of outdated rules that base the child's eligibility for funds on parental income and circumstances. Support federal funding to address the service needs of youth who are victims of commercial sexual exploitation. Support reauthorization of the Temporary Assistance for Needy Families (TANF) program with a particular emphasis on restoring state and county flexibility to tailor work and family stabilization activities to families' individual needs. Support ongoing Social Security benefits. Support federal Medicaid funding to be enhanced for individuals placed in Institutions for Mental Disease (IMDs). Support increased federal funding for the Older Americans Act and for programs and initiatives that enhance sustenance of independent living for disabled and senior adults.
3. Housing, Economic Development, and Transportation Programs - Support the highest possible funding level for key federal housing and economic development programs. Support efforts to restore and revitalize property impacted by prior realignment or closure of military installations. In the area of transportation, support efforts to protect the Highway Trust Fund and support programs that provide funding for local roads, bridges, transit initiatives, and aviation. Support enhanced federal funding to address issues of homelessness, including homelessness and imminent homelessness among disabled and senior adults, in our country.

4. Military Presence - Support efforts to protect Travis Air Force Base from budget reductions, downsizing, as well as advocate for new and/or alternative missions to be directed to the base. Support additional assets/missions such as C-17, KC-46 squadrons, modernization of existing aircraft, and gaining other aviation and non-aviation missions. Support infrastructure investments, including military construction projects and housing upgrades and enhance use of underutilized property on base. Support efforts to implement and maintain public-public/public-private partnerships with Travis Air Force Base and other community organizations/agencies. Support funding for the maintenance, operations, and upkeep of federal facilities and infrastructure following the close of a military installation.
5. Public Safety and Emergency Preparedness - Support funding for programs that assist Solano County with efforts aimed at reducing crime and enhancing public safety through community partnerships and multi-jurisdictional efforts. In addition, support funding for programs that assist the County with disaster response and preparedness and homeland security-related needs, including efforts aimed at achieving communications interoperability.
6. Sacramento-San Joaquin Delta and Suisun Marsh - Support legislative and administrative efforts to protect the Sacramento-San Joaquin Delta and the County's interests relative to land use, agricultural stability, economic development, police or emergency response mandates, environmental preservation, flood protection, levee stability, habitat conservation, recreation, water supply, water quality, water rights, and dredging activities. Support governance structures that give local government a strong and equal voice with other stakeholders in setting Delta policy.

Furthermore, the Board of Supervisors adopts the following principles (Listed Alphabetically by Policy Area):

Agriculture, Natural Resources, and Water

Solano County supports federal legislative and regulatory actions that protect and enhance the County's significant agricultural, water, and natural resources. The County opposes any efforts to cut funding streams for critically important federal resource programs. Specific principles include:

1. Support efforts to strengthen inspections at borders and ports of entry to safeguard against invasive pests and diseases.
2. Support funding for USDA's Plant Pest and Disease Management and Disaster Prevention Program and similar efforts to eradicate invasive pests; support increases for specialty crop support and the entitlement nature of the Supplemental Nutrition Assistance Program (SNAP).
3. Support efforts to facilitate/expedite inspection of US Postal packages profiled by detector dogs to contain fruit or plant material.
4. Support legislation to indemnify growers for losses due to Plant Quarantine.
5. Support legislation reducing redundant enforcement of aquatic herbicide/pesticide use under the Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA) and the Clean Water Act.
6. Support a more equitable distribution of USDA funds for Wildlife Services provided to California counties.
7. Support efforts to protect the County's Farm Gate, including, but not limited to, full mitigation of agricultural and other economic impacts associated with habitat restoration efforts.
8. Support funding for local mapping of flood hazard areas and advocate for the US Army Corps of Engineers and other federal agencies to protect the County from these hazards.
9. Support legislation to protect the Sacramento-San Joaquin Delta, establish a Delta National Heritage Area and to protect and promote the economic vitality and cultural, historical, and natural assets of the region.
10. Oppose efforts to provide federal funding – either through direct appropriations or indirect federal financing support mechanisms – for the California WaterFix project or similar water diversion project.

General Government

Solano County supports federal legislative and regulatory actions that protect and enhance the general welfare and quality of life of the County's residents. The County opposes unfunded Federal mandates and Federal actions that would preempt local decision-making authority. Specific principles include:

1. Support efforts to realign government services with necessary funding in order to improve the delivery of services, including technology acquisitions, training, and upgrades.
2. Support efforts that protect and/or enhance local governments' revenues, maximize the County's access to Federal funding sources, and/or increases local funding flexibility.
3. Support legislation that provides tax and funding formulas and regulations for the equitable distribution of Federal monies while opposing attempts to decrease, restrict, or eliminate County revenue sources.
4. Support funding for domestic infrastructure, public safety, community development, and environmental programs.
5. Support any expansion, continuation, and/or increased flexibility in the bidding/procurement, delivery, and management of construction projects.
6. Support legislation that provides grants and funding programs for the preservation, rehabilitation, and maintenance of historically and/or architecturally significant buildings and structures.
7. Support funding for the Payment-in-Lieu-of-Taxes (PILT) program.
8. Support legislation and the California State Association of Counties (CSAC) efforts to influence reform of the U. S. Department of the Interior's fee-to-trust process.
9. Support efforts to enact legislation and regulations to require the Bureau of Indian Affairs (BIA) to provide public notice to tribal, city and county governments whenever a tribe requests a restored lands determination or submits a fee-to-trust application.
10. Support funding and regulatory efforts to expand broadband services to all County residents.

Health and Human Services

Solano County supports federal legislative and regulatory actions that promote the health and welfare of the County's most vulnerable residents, including children, the disabled and seniors. The County opposes any efforts to cut funding streams for critically important health and human services-related programs, such as Medicaid, Medicare, Supplemental Security Income (SSI), and the State Supplementary Program for the Aged, Blind and Disabled (SSP), and opposes efforts to reduce local flexibility in the implementation of such programs. Specific principles include:

1. Support reauthorization of TANF with a primary focus on restoring state and county administrative flexibility.
2. Support increased funding for the Prevention and Public Health Fund (PPHF), the Maternal, Infant, and Early Childhood Home Visiting Program, the Substance Abuse and Mental Health Services Administration (SAMHSA), the Community Mental Health Services (CMHS), the Substance Abuse Prevention and Treatment (SAPT) Block Grants, the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC), Supplemental Nutrition Assistance Program—Education (SNAP-Ed), and the Title IV-D Child Support program. Emphasis should be placed on the need to provide funding for streamlined and coordinated operations.
3. Support eliminating the Federal health benefits "inmate exception" for persons in County jails and detention centers who are in custody pending disposition of charges.
4. Support eliminating the cutoff of funding for individuals that are incarcerated but not convicted, as the cost of medical care for these inmates' defaults to the County.
5. Support efforts to ensure competitive equity for suburban areas (on par with urban and rural areas) for Federal grant opportunities.
6. Support funding for subsidized child care services and child development programs, including school readiness for all children.
7. Support funding for programs and activities that support the special needs of elderly and persons with disabilities, including increases to Supplemental Security Income (SSI); support reauthorization of, and increased funding for, the Older Americans Act, with considerations given to caseload growth, cost-of-living adjustments and equitable distribution of funds to those areas with larger senior populations.

8. Support legislation that would provide a comprehensive response to elder abuse, neglect and exploitation, including fully funded, mandated investigations of reports of elder abuse and neglect in facilities by Long-Term Care Ombudsmen.
9. Support efforts to allow for utilizing billing codes for brief intervention services for alcohol and drugs and for two different services on the same day in a Federally Qualified Health Center (FQHC).
10. Support legislation that increases taxes on combustible tobacco products, tobacco-based inhalation devices, and electronic cigarettes, and uses the revenue for children and family programs, including smoking cessation programs.
11. Support legislation that requires specific bills to undergo a health impact assessment of current and predicted effects, possibly completed by a nonpartisan body.
12. Support all health equity efforts at various institutional and sectorial levels, and ensuring a broader equity strategy within institutions and sectors. Applying metrics to identify equity gaps and measuring gains in intervention areas is a key priority.
13. Expand the current list of billable medical expenses to include valuable services (Promotoras, chronic disease self-management programs, healthy food purchasing, etc.) which are part of a broader menu of efforts to combat chronic disease.
14. Support efforts to reduce intake of high fat, sugar, sodium foods and beverages which may contribute to higher risk for developing specific chronic diseases, and to regulate the distribution and sale of powdered alcohol.
15. Support policy for evidenced-based home visiting services as a preventive service, therefore eligible for Medi-Cal reimbursement such as California's Medicaid 1115 Waiver.
16. Support legislation and efforts to promote and implement "whole person care" and to address social determinants of health.
17. Support legislation and efforts to solidify and expand healthcare coverage and insurance implemented with the Affordable Care Act. Support federal funding to increase access to health care to address issues of worker shortage within the healthcare field. Support federal funding for administration of the Medi-Cal program.
18. If repealed, support a comprehensive Affordable Care Act replacement that ensures market and delivery system stability and continued coverage for more than 14 million Californians.
19. Support legislation that supports retaining and establishing grocery stores, farmers' markets and other healthy food providers often lacking in impoverished communities and accept electronic benefit transfer (EBT).
20. Support additional federal resources to establish and maintain robust outreach and enrollment programs for seniors eligible for the Supplemental Nutrition Assistance Program (SNAP/Cal Fresh). Additionally, support programs to supplement the food and nutrition needs of seniors who may not have the resources to access or prepare food due to lack of transportation, functional limitations, or health problems.
21. Support legislation to add e-cigarettes, menthol and smokeless tobacco products containing nicotine to the list of tobacco related products to be regulated by the U.S. Food and Drug Administration.
22. Oppose proposed regulations to change the public charge rule that, if implemented, would consider the receipt of federal non-cash benefits and other factors including income, age and health when determining whether a legal immigrant who is applying to extend or adjust his or her status is likely to become primarily dependent on government support. The mere issuance of the proposal is causing some otherwise eligible individuals to forgo or withdraw from health and human services programs which help ensure the wellbeing of all County residents, including immigrants.

Housing, Community and Economic Development, and Workforce Investment

Solano County supports federal legislative and regulatory actions that promote local housing and community development programs and activities, workforce development programs, and programs aimed at encouraging local job and business growth. The County opposes efforts to cut funding for these critically important programs, as well as efforts to restrict local flexibility in the administration of such programs. Specific principles include:

1. Support increased funding for existing programs including the Community Development Block Grant (CDBG), the HOME Investment Partnerships Program (HOME), the Neighborhood Stabilization Program (NSP), and Housing and Urban Development (HUD) Section 8, permanent, transitional housing, and Rental Assistance Programs, and HUD Section 202 funding for supportive housing for the elderly.
2. Support legislation that enhances a public/private, performance-driven block grant program that provides investments in the nation's workforce, including the unemployed and those in need of skills training.
3. Support or seek federal grant funding opportunities that advance and improve housing, community and economic development, and workforce investment opportunities and legislative principles for disadvantaged individuals and families including the homeless, disabled and seniors.
4. Support efforts to connect health care and housing options for elderly and persons with disabilities to ensure Affordable Care Act home and community-based services are effective.
5. Oppose efforts to reduce U.S. Economic Development Administration (EDA) funds and support expanded eligibility and access to these funds.

Public Safety and Emergency Disaster Preparedness

Solano County supports federal legislative and regulatory actions that promote funding for key justice, public safety, and emergency preparedness programs. The County opposes efforts to cut funding for such programs, as well as efforts to restrict local flexibility in program administration. Specific principles include:

1. Support funding for the Byrne Justice Assistance Grant (Byrne/JAG) Program, the Community Oriented Policing Services (COPS) program, the State Criminal Alien Assistance Program (SCAAP), the Juvenile Accountability Block Grant (JABG), and Title IV-E Juvenile Probation Services funding.
2. Support funding for emergency disaster preparedness programs, such as FEMA - Emergency Management Performance Grants (EMPG), the Urban Areas Security Initiative (UASI), and emergency disaster preparedness and infrastructure damage recovery programs.
3. Support funding for prevention, intervention, victim support and services for families experiencing domestic violence, sexual assault, child abuse, dating violence, stalking, elder abuse and human trafficking.
4. Support funding for the prevention and enforcement of financial exploitation of vulnerable populations.
5. Support legislation to provide Federal offset to recover outstanding restitution ordered to the victims of crimes and other delinquent court ordered fines, penalty assessments, and fees associated with criminal or juvenile justice proceedings. Support new legislation that would increase the collection term from three years to between 10 and 20 years, thereby avoiding having to seek civil judgments against clients.
6. Support funding to implement supervision strategies and evidence-based practices that consider the treatment and service needs of targeted probationers such as sexual offenders, domestic violence offenders, and/or those with mental illness.
7. Support funding for flood protection and flood response, particularly as it pertains to areas where governmental and municipal buildings play a role in local emergency response.
8. Support efforts to extend high urban threat areas delineation to include rural locations and sensitive areas adjacent to rail.
9. Support legislation that improves the availability, affordability and coverage for earthquake and flood insurance.
10. Support efforts to enhance capacity of local emergency responders to respond to potential emergency events resulting from hazardous materials releases from rail cars.

Resource Management, Environmental Health, and Sustainability

Solano County supports federal legislative and regulatory actions that promote the environmental health and sustainability of the County, including funding for key programs. The County opposes efforts to cut funding for such programs, as well as efforts to restrict local flexibility in program administration. Specific principles include:

1. Support Federal funding for green road maintenance and other enhancements to the transportation network that reduce greenhouse gas emissions.

2. Support funding and incentives for smart growth and sustainable development.
3. Support measures that further the goals of the County's climate protection and sustainability efforts as referenced in the Board-adopted Climate Action Plan.
4. Support actions that improve environmental health regulatory program implementation, which improves the County's ability to provide a responsive, efficient and effective County Environmental Health program.
5. Support funding for County programs and projects that address sustainability issues such as air quality improvement, energy efficiency, water conservation, renewable energy, fuel efficiency, energy adequacy, and security while balancing the reduction of emissions with impacts on business.
6. Support legislation that modifies existing law to improve implementation of environmental health regulatory programs.
7. Support funding for implementation of environmental health programs such as food protection, recreational health, solid waste, liquid waste, water supply and hazardous materials programs.

Resource Management, Environmental Health, and Sustainability (Continued)

8. Support legislation that reduces or simplifies reporting requirements for local environmental health programs to the state.
9. Oppose FEMA proposals to require local jurisdictions to purchase repetitive loss properties.
10. Support funding that improves land use planning for major economic drivers and infrastructure projects and flood risk reduction in the County.
11. Support legislation that fosters, establishes or expands regional purchasing capabilities and inter-jurisdictional infrastructure development to achieve local environmental and sustainability goals/requirements.
12. Support legislative efforts to keep National Conservation Lands, monuments, wildlife refuges, and other recreation lands open in the County.

Transportation

Solano County supports federal legislative and regulatory actions that promote and protect the transportation needs of our community. The County opposes efforts to cut funding for key transportation programs, as well as efforts to restrict local flexibility in the administration of such programs. Specific principles include:

1. Support efforts to protect and increase funding for transportation programs and projects within the County.
2. Support a robust Federal transportation reauthorization measure that provides the highest possible funding level for key local transportation programs and projects, including local roads, bridges, and transit priorities.
3. Support consideration of an increase or the indexing of the Federal gasoline tax and alternative sources of funding.
4. Support continued funding of the FAA Airport Improvement Program (AIP) for airport capital improvement projects.
5. Support efforts to improve rail and rail car safety, including positive train control (PTC) technologies, for transportation of hazardous materials including crude oil.
6. Support implementation of Federal Highway Administration program allowing reciprocity between the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA).

Veterans and Veterans Affairs

Solano County supports federal legislative and regulatory actions that promote and protect the health and general welfare of veterans in our community. The County opposes efforts to cut funding for key veterans programs, as well as efforts to restrict local flexibility in the administration of such programs. Specific principles include:

1. Support efforts that provide enhanced benefits for veterans and active duty, reserve and National Guard members that are cost-neutral to counties, including expanded mental health services.

2. Support efforts that would provide increased access for County Veterans Service Offices (CVSO) to VA information systems for use in developing and monitoring claims submitted on behalf of veterans, including but not limited to the federal Public Assistance and Reporting Information System (PARIS).
3. Support efforts to create a federal/state/local government partnership to reduce the VA veteran's claims backlog and expand outreach services to veterans.
4. Support legislation that would make it a criminal offense to intentionally misdirect or mislead a veteran, or anyone acting on the veterans behalf, concerning benefits or entitlements.
5. Support efforts to expand/increase VA responsibility to educate veterans on their entitlements.
6. Support legislation that would establish priority enrollment and registration for veterans in community colleges, state colleges, and universities.
7. Support legislation and funding to improve existing and construct new local veteran's facilities.
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SOLANO COUNTY 2019 STATE LEGISLATIVE PROGRAM

Here in Solano County we take seriously our role in local government to create a bright and promising future for everyone who lives, learns, works and plays here – free of discrimination – by establishing and maintaining the social, economic and physical environments that promote good health while protecting vulnerable populations - giving everyone the chance to succeed. Our residents share in this promise, and, by working together, we endeavor to establish communities where people are safer, families are stronger and local economies thrive. By acknowledging the significant contributions of diverse groups of people – both present and in the past – we welcome a future that is bright and promising, while embracing a set of values that gives everyone the chance to be the best versions of themselves they can possibly be. To that end, all persons within Solano County are free and equal, and shall not be discriminated against based on their age, gender, race, color, religion, ancestry, national origin, disability, medical condition, genetic information, marital status, sexual orientation, gender identity, primary language, citizenship, or immigration status. (H&SS - Wallace Pearce, Senior Coalition Executive Committee)

PRIORITY ISSUES

The ability of Solano County to serve its residents and provide for a thriving and sustainable community requires support from all levels of government. The State of California's (State) actions continue to greatly impact the County's ability to provide vital services to the public. To fulfill the County's commitment to the community, additional State resources should be sought to support the County's mission to enrich the quality of life locally. To this end, the County Board of Supervisors supports the priorities and the legislative principles set forth below.

Priority issues are those that have a significant impact on County business and on which County staff, including the County's State legislative advocates, will concentrate their legislative efforts during the 2018 Legislative Session. The County's top priorities (Listed Alphabetically) include:

1. Affordable Care Implementation – Support healthcare policy implementation efforts that do not have an adverse financial impact to the County. Examples of impacts may include unfunded or under-funded mandates, or reallocation of existing County funding that result in an increased General Fund obligation. Support ongoing and new efforts related to increasing the number of insured persons and to providing and expanding primary care services and public health prevention services and activities.
2. Children, Youth, and Families - Support legislation and budget efforts that support children, youth, and families, including restoring and expanding quality child care and preschool opportunities, increasing funding for homeless youth, promoting safety for all children, and supporting mental and developmental health prevention and early intervention activities. Advocate for dedicated funding streams for child abuse and youth violence prevention efforts. Collaborate with state regional offices, schools and health care systems to expand resources for parents with special needs children.
3. County Revenue Sources and Authority - Oppose efforts to decrease, restrict, eliminate, seize, divert, supplant or otherwise restrict local autonomy, including local revenues. Oppose any efforts at the state level to eliminate, restrict, or redirect revenues currently dedicated to local government for state purposes to other agencies and/or districts. Advocate for timely, full state funding for state programs operated by the County, which include appropriate cost of living increases, as well as costs associated with increases in population and caseload growth.
4. County Strategic Plan - Support efforts that further the goals outlined in the County's Strategic Plan as follows: (a) improve the health and well-being of those who live and work here; (b) ensure responsible and sustainable land use; (c) maintain a safe community; and (d) invest in and for the future.
5. Environmental and Open Space – Encourage and seek legislation that protects the County's quality of life, its diverse natural resources, and preserves the essence and history of the County. Support funding and

regulatory efforts conserve energy, and (General Services) to preserve open space and agricultural viability.

6. Sacramento-San Joaquin Delta and Suisun Marsh - Support legislative and administrative efforts to protect the Sacramento-San Joaquin Delta, including the Yolo Bypass (Resource Management)/Cache Slough area, and County's interests relative to land use, agricultural viability, economic development, police or emergency response mandates, environmental preservation, flood protection, levee stability, habitat conservation, recreation, water supply, water quality, and water rights. Support governance structures that give local government a strong and equal voice with other stakeholders in setting Delta policy, and in project development and implementation.
7. Seniors and the Disabled – Support legislative, administrative and budgetary efforts that seek to maintain active and healthy independence for seniors and the disabled, including housing, funding and other support for those who are homeless or at imminent risk of homelessness. Support services that focus on comprehensive, integrated assistance for the disabled and seniors, including personal in-home care services, food assistance, prevention and investigation of abuse and neglect, and assistance accessing relevant programs such as Medi-Cal, Medicare, Supplemental Security Income (SSI), Cal-Fresh and cash assistance programs. (H&SS - Wallace Pearce, Senior Coalition Executive Committee)
8. State Realignment & Cost-Shifts - Oppose proposals to restructure, realign, or otherwise shift the cost of state programs to local government, without commensurate compensation and a legislative ability for counties to draw down available federal funding. Support efforts to distribute public safety realignment funds using an equitable formula based on population. Support efforts to improve the stability of current County revenue sources. Oppose any realignment initiatives, which fail to fully fund services shifted to the County.
9. Voting and Election Efficiencies - Support efforts to modernize election administration to increase voter turnout, reduce the local cost of elections, reduce waiting time at polling places, increase convenience for voters, and improve voting opportunity for overseas and military voters.

Furthermore, the Solano Board of Supervisors adopts the following legislative principles (Listed Alphabetically by Policy Area):

Agriculture, Natural Resources, and Water

Solano County supports state legislative and regulatory actions that protect and enhance the County's significant agricultural, water, and natural resources. The County opposes any efforts to cut funding streams for critically important state resource programs. Specific principles include:

1. Support funding via the regulatory authority of the Agricultural Commissioner/ Sealer of Weights and Measures, and extend sunsets where applicable.
2. Support legislation that would improve funding for USDA Wildlife Services management and education programs that aid the agricultural industry and the public in safely addressing interactions with wildlife such as coyotes, bobcats, mountain lions and feral pigs, which impact agriculture, public safety, the environment. (Ag, Weights & Measures)
3. Support legislation or rulemaking to allow growers to take feral hogs without a depredation permit or hunting license when the hogs are damaging crops or agricultural infrastructure.
4. Support funding for an alternate intake to the North Bay Aqueduct.
5. Support efforts to protect the County's Farm Gate, including, but not limited to, full mitigation of agricultural and other economic impacts associated with habitat restoration efforts.
6. Support efforts to maintain local control/involvement in allocation of water resources.
7. Support legislation that would achieve the optimal level of funding for required regulatory activities, such as pest exclusion, detection and eradication, and improve coordination between federal, state and county programs. (Ag, Weights & Measures)

8. Support legislation that would allow growers of specialty crops to participate in crop insurance programs, including legislation that would treat plant pest quarantines as disasters and provide eligibility for economic relief to growers of specialty crops in declared disaster areas. (Ag, Weights & Measures)
9. Support legislation that would improve the funding and effectiveness of pesticide regulation activities to protect the safety of workers, the public and the environment. In addition, support legislation that promotes statewide consistency in the enforcement of pesticide laws and regulations and County Agricultural Commissioners and California Department of Pesticide Regulation primacy for pesticide use enforcement. (Ag, Weights & Measures)
10. Support legislation that would provide grants to increase local producers' competitiveness in specialty crops, including fresh fruits and vegetables. (Ag, Weights & Measures)
11. Support legislation that would promote funded regulatory activities for biologically sound beekeeping, improve the safety of people and animals, and improve the protection of pollinators and native honeybee health. (Ag, Weights & Measures)
12. Support legislation that would encourage conservation of agricultural land by providing funding for conservation easements or the transfer/purchase of development rights and economic incentives for farmers to conserve wetland and grassland habitats on their farms. Also support legislation that promotes the establishment of landowner safe harbor agreements. (Ag, Weights & Measures)
13. Support legislation that would improve customer protection during business transactions involving commercial weighing or measuring devices (scales, meters and scanners). (Ag, Weights & Measures)
14. Support legislation that would assure the clear labeling and accuracy of the net quantity of packaged products to promote value comparison and consumer confidence. (Ag, Weights & Measures)
15. Support legislation that would authorize the Environmental Protection Agency to provide funding to state and local agencies for projects aimed at advancing the goals and objectives of the comprehensive conservation and management plan for the San Francisco estuary.
16. Support changes to the California Constitution to expand the exemption from the majority property owner 2/3rds electorate vote requirement to include stormwater, flood protection/drainage fees, and permit "lifeline rates" for water and stormwater projects to benefit low-income residents.
17. Closely monitor updates to Stormwater rules that may have adverse effects on local communities.
18. Support actions and (Resource Management) legislation that furthers collaborative and comprehensive planning in the Yolo Bypass (Resource Management)/Cache Slough Region, which promotes continued agricultural health and flood risk reduction measures with other state priorities. (Resource Management)

General Government

Solano County supports state legislative and regulatory actions that protect and enhance the general welfare and quality of life of the County's residents. The County opposes unfunded State mandates and State actions that would preempt local decision-making authority. Specific principles include:

1. Support funding for new technology to increase accountability and efficiency of local governments.
2. Support funding formulas for the equitable distribution of state funds while opposing attempts to decrease, restrict, or eliminate County revenue sources.
3. Support funding (based on objective criteria) for the preservation, rehabilitation, and maintenance of historically and/or architecturally significant buildings and structures.
4. Support the ongoing recognition of PACE bonds as assessments.
5. Support cost recovery for the County regarding services provided to other governmental entities.
6. Support legislation that encourages mutually respectful relationships between tribal and local governments including reform to both fee-to-trust process and off-reservation gaming provisions that ensure local government is reimbursed for potential social impacts and/or infrastructure changes and/or upgrades.
7. Support legislation or regulatory reform that allows flexibility in the County's pension plan formula to ensure the County remains a competitive employer in the current market.

8. Support equitable tax sharing agreements for annexation, incorporation, and development projects.
9. Support budgetary efforts for outstanding Payment-in-Lieu-of-Taxes (PILT) funding that is owed to the County and support legislative and budgetary efforts to reinstate ongoing future PILT funding.
10. Support funding and regulatory efforts to expand broadband services to all County residents.
11. Support legislation that equally allocates grant funding to District Attorneys and Public Defenders for attorneys to staff their offices.

Health and Human Services

Solano County supports state legislative and regulatory actions that promote the health and welfare of the County's most vulnerable residents, including children, the disabled and seniors. (H&SS - Wallace Pearce, Senior Coalition Executive Committee) The County opposes any efforts to cut funding streams for critically important health and human services-related programs, such as Medi-Cal, and opposes efforts to reduce local flexibility in the implementation of such programs. Specific principles include:

1. Support legislation relative to the client intake process and case maintenance process, to improve system performance and outcomes.
2. Support legislation for prevention, education, intervention, and treatment services for youth and adults, including the disabled and seniors, with substance use issues, including cannabis, powder alcohol, alcohol, tobacco and other drugs. (H&SS - Wallace Pearce, Senior Coalition Executive Committee)
3. Support sufficient funding for local CalWORKS programs and support services and to sufficiently fund the CalWORKs 2.0 strategy.
4. Support legislation that promotes streamlined and efficient enrollment processes for clients enrolling into government run programs, including free/reduced-cost school lunch program, WIC, Meals on Wheels, and CalFresh. (H&SS - Wallace Pearce, Senior Coalition Executive Committee)
5. Support enhanced funding for quality child care services (that also provide employment and education opportunities for County residents), and for early learning opportunities.
6. Support efforts that assist foster youth in the transition to self-sufficiency and among care providers.
7. Support new or increased funding for mental health programs. Specifically support efforts to allow for flexibility for all appropriately licensed individuals to bill for provided mental health services.
8. Support efforts that assist seniors and the disabled to maintain self-sufficiency and active and healthy independence. Support legislation that would promote the psychological, social, and physical wellbeing of seniors and the disabled through expansion of mental health services and health-related programs including nutrition, education, physical fitness, disease prevention and rehabilitation. (H&SS - Wallace Pearce, Senior Coalition Executive Committee)
9. Support legislation that would provide a comprehensive response to disabled and elder abuse, neglect and exploitation. (H&SS - Wallace Pearce, Senior Coalition Executive Committee)
10. Support legislative and budgetary efforts to address risk factors for chronic diseases and to optimize preparedness to respond to communicable diseases (including public health lab services).
11. Support legislation to add e-cigarettes, menthol and smokeless tobacco products containing nicotine to the list of tobacco related products to be regulated by the U.S. Food and Drug Administration.
12. Support efforts to improve health and promote safety, economic well-being, and aging-in-place initiatives for seniors. (H&SS - Wallace Pearce, Senior Coalition Executive Committee)
13. Support independent living services for foster youth including housing and educational support.
14. Support grants and funding for programs to address homelessness, imminent homelessness, and related issues. Work with cities and other community partners to assess and expand affordable housing for low income populations including seniors and the disabled. (H&SS - Wallace Pearce, Senior Coalition Executive Committee)

Health and Human Services (Continued)

15. Support legislation that promotes prevention-focused policies and interventions for illness and injuries.
16. Support full state funding and cost-of-living increases for state programs operated by the County.

17. Support legislation, budget or administrative action to adequately fund the child support program. (Child Support Services)
18. Support legislation that increases the reliability of child support payments.
19. Support legislation and funding to address needs of high-risk families, including perinatal services.
20. Support legislation that would require the state maximum State Supplementary Payment (SSP) grant for individuals to be readjusted and increased so that the state SSP and the federal Restore Social Security Income (SSI), when combined equal 138 percent of the Federal Poverty Level (FPL) supplements to previous levels adjusted for cost of living.
21. Support expansion and funding of Medi-Cal services to increase reimbursement to providers and to fund dental, vision and other services for older adults. Support additional state and federal funding related to the administration of the Medi-Cal program including a realistic methodology to determine administrative burden to counties.
22. Support legislation and efforts to allow for billing two different services on the same day in a Federally Qualified Health Center (FQHC), and for implementation of prospective payment systems based on a capitation model (per-member, per-month) rather than an encounter-based financing model. Support funding and programs that address issues of shortages within the health care workforce to assure access to quality healthcare.
23. Support legislation and efforts to promote and implement "whole person care" and to address social determinants of health. Support flexibility in the funding of Health and Social Services to assure collaboration between programs and better overall interventions.
24. Support adequate funding for implementation of ABAWD regulations with the ABAWD waiver ending in 2018.
25. Advocate for legislation and budget action that would support and enable data integration and sharing between the State, counties, and local government agencies for the purpose of supporting seamless delivery of critical health and safety services to the public.
26. Support legislation and funding to address and promote health equity, including health in all policies initiatives.
27. Support adequate realigned funding for realignment programs.
28. Support legislation to continue to partner with community based organizations to provide health and social services to high risk populations.
29. Support legislation to recruit and retain health care professionals to serve targeted high-risk populations.
30. Support the provision of resources for respite care. (H&SS - Wallace Pearce, Senior Coalition Executive Committee)

Housing, Community & Economic Development, & Workforce Development

Solano County supports state legislative and regulatory actions that promote local housing and community development programs and activities, workforce development programs, and programs aimed at encouraging local job and business growth. The County opposes efforts to cut funding for these critically important programs, as well as efforts to restrict local flexibility in the administration of such programs. Specific principles include:

1. Support Housing Element reform that provides a streamlined certification process, and encourage flexibility in Housing Element consistency review by the California Department of Housing and Community Development (HCD), for jurisdictions that have small housing allocation, limited urban services and city centered development policies.
2. Support housing opportunities for low-income individuals and families, including seniors and the disabled, such as permanent and transitional housing, and Rental Assistance Programs. (H&SS - Wallace Pearce, Senior Coalition Executive Committee)
3. Support funding opportunities to assist cities in providing affordable housing for low-income and homeless individuals.

4. Encourage and seek legislation to facilitate orderly economic expansion and growth, and increase the opportunity for discretionary revenues, programmatic and financial flexibility for the County.
5. Support the federal/State/local delivery system for workforce development programs with State-level initiatives that complement local delivery efforts and add value for these business-led efforts.
6. Support efforts to increase employment opportunities and link training programs to local available employment, including efforts to increase summer employment opportunities for youth.
7. Support appropriate resources to support safe, accessible and affordable housing to targeted low-income seniors and disabled persons. (H&SS - Wallace Pearce, Senior Coalition Executive Committee)

Public Safety and Emergency Disaster Preparedness

Solano County supports state legislative and regulatory actions that promote funding for key justice, public safety, and emergency preparedness programs. The County opposes efforts to cut funding for such programs, as well as efforts to restrict local flexibility in program administration. Specific principles include:

1. Support continued and protected funding for all 2011 Public Safety Realignment programs.
2. Preserve Title IVE funding and obtain fiscal support from the State to implement the requirements imposed by the California Department of Social Services (CDSS).
3. Support actions to mitigate liabilities of longer-term inmates as a result of realignment in areas such as health, mental health, Americans with Disabilities Act (ADA) and other areas of concern; also efforts to mitigate the impacts of long-term confinement in county jails and redirects inmates with sentences in excess of three years to state prisons.
4. Support legislation that provides funding to comply with the additional financial burden of the Prison Rape Elimination Act.
5. Support maximizing reimbursement for inmate medical care from federal Affordable Care Act (ACA).
6. Protect funding for local public safety programs, including COPS, Juvenile Justice Programs, Cal-MMET, Rural Sheriffs, Booking Fees, Vertical Prosecution, and other critical programs.
7. Support efforts to secure appropriate funding for gang-related issues.
8. Support legislation that establishes a presumptive limit for driving under the influence of marijuana.
9. Support continued and protected funding for adult probation services, to include but not limited to drug testing, reports, and supervision fees. (Probation)
10. Support a state offset to recover outstanding restitution ordered to the victims of crimes and other delinquent court ordered fines, penalty assessments, and fees associated with criminal or juvenile justice proceedings; specifically allow the collection term from 3 years to between 10 and 20 years.
11. Support increased funding for prevention, intervention, and victim services for victims of domestic violence, sexual assault, child abuse, dating violence, stalking, elder abuse and human trafficking.
12. Support funding for flood protection of buildings that play a role in local emergency response.
13. Support efforts to improve safety of hazardous materials transported by rail, including crude by rail and enhance capacity of local emergency responders to appropriately respond to potential emergency events resulting from derailment or releases.
14. Support legislation for the availability and affordability of earthquake and flood insurance.
15. Support funding and legislation to assess and mitigate potential impacts on local communities due to climate change and sea level rise.

Resource Management, Environmental Health, and Sustainability

Solano County supports state legislative and regulatory actions that promote the environmental health and sustainability of the County, including funding for key programs. The County opposes efforts to cut funding for such programs, as well as efforts to restrict local flexibility in program administration. Specific principles include:

1. Support legislation and administrative action that further the goals of the County's climate protection efforts, including the ability for a local agency to obtain greenhouse gas reduction credits and funding for energy conservation/alternative energy projects. (General Services)

2. Support funding to sustain operations, maintenance and repair of dated infrastructure in County and local park agencies. Support legislative efforts to keep State Parks open in the County.
3. Minimize proposed changes to Building Codes made by the legislative process. Focus code changes on established procedures through the Building Standards Commission.
4. Support repeal of the \$150 per building fee applicable to rural State Responsibility areas and/or return of some of fee revenues to local fire districts.
5. Oppose CalEMA's proposals to require local jurisdictions to purchase repetitive loss properties.
6. Support reinstatement of the Williamson Act program, which was defunded in FY2011/12.
7. Oppose legislation and other ecosystem enhancing actions that diminish the County's ability to require mitigation of the conversion of agricultural lands, including mitigation to enhance existing agricultural lands.
8. Support sensible and meaningful CEQA reform that both streamlines processes and serves to reduce meaningless litigation, while maintaining strong analytic and mitigation requirements for large projects that clearly have significant environmental consequences at a regional or statewide level.
9. Support actions for a responsive, efficient, and effective County environmental health program.
10. Support any legislation that simplifies reporting for local environmental health programs to the state, including revisions to Chapter 6.95 to streamline hazardous materials program reporting.
11. Support legislation allowing local water agencies to determine how to achieve water conservation mandates.
12. Support legislation to improve access to healthy foods via community gardens, school gardens, etc.
13. Support legislation that provides funding opportunities to sustain and expand a countywide parks system.
14. Support legislation that fosters regional purchasing capabilities and inter-jurisdictional infrastructure development to achieve local environmental and sustainability goals/requirements. Support actions for source reduction, recycling and composting, including legislation and grants to support extended producer responsibility.
15. Oppose legislation and rule-making that would diminish local authority to regulate cannabis activities.
16. Oppose legislation that allows sale through internet or directly to consumers of potentially hazardous foods cooked at home kitchens unless local planning approval and local licenses and permits are obtained.
17. Support legislation that streamlines the permitting of organic waste processing, composting and recycling infrastructure to achieve State mandated recycling mandates, while preserving local requirements that allow such use with reasonable public health and the environmental protections, such as wet weather restrictions, setbacks to residences, and other specific requirements based on the type of biosolids and location for biosolids land applications. (Resource Management)
18. Support legislation that allows collaboration between the groundwater sustainability agencies and the local environmental health departments in regards to monitoring and permitting of wells.
19. Support legislation that consolidates and streamlines rules and requirements to enhance groundwater recharge through reuse and recycling.
20. Support funding to assess and encourage innovation toward water conservation and reuse, especially treated waste water, and enhancement of groundwater recharge in unincorporated communities.
21. Support legislation that promotes regional consolidation of water systems in local communities and secures funding for local community and state small water systems that are at risk of failure due to infrastructure age or that pose health and safety risks to customers.
22. Support legislation and administrative actions that provide funding for local agencies and property owners to destroy abandoned water wells that pose safety or water quality impact risks.
23. Support legislation, administrative actions and funding for local agencies to modernize light and heavy equipment fleet vehicles, including transition from diesel-fueled vehicles to cleaner-fueled vehicles. (General Services)
24. Support legislation that promotes extended producer liability on household items such as appliances and furniture items, and that allow local programs for registration of local waste haulers to prevent illegal dumping. (Resource Management)

25. Support funding opportunities to support illegal dumping prevention and enforcement activities. (Resource Management)
26. Support legislation for the Building Official to enforce code requirements on Accessory Dwelling Units within a reasonable time frame based on the threat to fire, life and safety, with imminent threats requiring immediate correction. (Resource Management)

Transportation

Solano County supports state legislative and regulatory actions that promote and protect the transportation needs of our community. The County opposes efforts to cut funding for key transportation programs, as well as efforts to restrict local flexibility in the administration of such programs. Specific principles include:

1. Support legislation and budget actions which provide additional and continuing funding for local infrastructure, including local roads, bridges, and transit priorities, as well as continued funding of the California Aid to Airports Program (CAAP) for capital projects. Ensure that existing transportation funding streams are retained. Seek to reverse the diversion of Off Highway vehicle funding.
2. Seek funding from the Cap and Trade measure to pay for road maintenance including green roads and other enhancements to the transportation network that reduce greenhouse gas emissions.
3. Oppose legislation and measures that seek to diminish or rescind the Road Repair and Accountability Act of 2017.
4. Oppose legislation that restricts the County's ability to deliver construction projects using specialized consultant, non-profit, or other contract services.
5. Support efforts to improve rail and rail car safety, including positive train control (PTC) technologies, for transportation of hazardous materials including crude oil.
6. Encourage the replenishment of State funding of the Aeronautics Program for Capital Improvement Grant Funding through the California Transportation Commission (CTC); and restore State Aeronautics funding reliability for future project planning.
7. Support Funding and increased access to transportation for those who are low income and lack access to reliable transportation.
8. Support legislation that facilitates funding and improvements to the Highway 37 corridor.

Veterans and Veterans Affairs

Solano County supports state legislative and regulatory actions that promote and protect the health and general welfare of veterans in our community. The County opposes efforts to cut funding for key veterans' programs, as well as efforts to restrict local flexibility in the administration of such programs. Specific principles include:

1. Support efforts that provide enhanced benefits for veterans and active duty, reserve and National Guard members that are cost-neutral to counties, including expanded mental health services.
2. Support legislative, regulatory or policy changes that would create a federal/state/local government partnership to reduce the VA veteran's claims backlog and expand outreach services to veterans.
3. Support legislation and funding to improve existing and construct new local veteran's facilities.
4. Support state legislation to permit the California Department of Corrections and Rehabilitation (CDCR) to collect data on incarcerated veterans and to give that data to the Department of Veterans Affairs (CDVA) for purposes of connecting those incarcerated veterans and their families with the benefits they are still entitled to while incarcerated, as well as upon release from incarceration.
5. Support legislation that would make it a criminal offense to intentionally misdirect or mislead a veteran, or anyone acting on the veteran's behalf, concerning benefits or entitlements.
6. Support legislation that would establish priority enrollment and registration for veterans in community colleges, state colleges, and universities.
7. Support legislation that would provide state income tax relief to retirement pay of military retirees. Support making permanent the recent increase in funding to California Veteran Service Officers.

8. Support legislative efforts and funding to improve flood channels at the Sacramento Valley National Cemetery in Dixon to allow for increased flood protection of the grave sites and surrounding cemetery property. (District 4 / Roland Sanford, SCWA)
9. Support funding to upgrade Midway Road to ease the entry/exit to the Sacramento Valley National Cemetery in Dixon. (District 4)

Other Agency Legislative Priorities

1. Delta County Coalition - Support the principles developed collectively by the Delta Counties Coalition.
2. Solano LAFCo – Support the 2019 legislative priorities and programs outlined and adopted by Solano LAFCo.
3. Solano Transportation Authority – Support the 2019 legislative state priorities and programs as outlined and adopted by the Solano Transportation Authority.
4. Travis Community Consortium – Support the mission of all military organizations located within the County. Support the 2019 state legislative priorities adopted by the Travis Community Consortium. Furthermore, encourage the State to adopt proactive measures regarding the Base Realignment and Closure (BRAC) and convene an office at the State level to work with each community that has a military installation or defense contractors to protect California's interest with the decline in defense spending and the probable realignment of missions and closure of bases.
5. California State Association of Counties (CSAC). Support the 2019 legislative state priorities and programs as outlined and adopted by CSAC.

Solano County Board of Supervisors

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Monica BrownDistrict 2
James P. Spering.....District 3
John M. Vasquez.....District 4
Skip ThomsonDistrict 5

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SOLANO COUNTY 2019 STATE LEGISLATIVE PROGRAM

Here in Solano County we take seriously our role in local government to create a bright and promising future for everyone who lives, learns, works and plays here – free of discrimination – by establishing and maintaining the social, economic and physical environments that promote good health while protecting vulnerable populations - giving everyone the chance to succeed. Our residents share in this promise, and, by working together, we endeavor to establish communities where people are safer, families are stronger and local economies thrive. By acknowledging the significant contributions of diverse groups of people – both present and in the past – we welcome a future that is bright and promising, while embracing a set of values that gives everyone the chance to be the best versions of themselves they can possibly be. To that end, all persons within Solano County are free and equal, and shall not be discriminated against based on their age, gender, race, color, religion, ancestry, national origin, disability, medical condition, genetic information, marital status, sexual orientation, gender identity, primary language, citizenship, or immigration status.

PRIORITY ISSUES

The ability of Solano County to serve its residents and provide for a thriving and sustainable community requires support from all levels of government. The State of California's (State) actions continue to greatly impact the County's ability to provide vital services to the public. To fulfill the County's commitment to the community, additional State resources should be sought to support the County's mission to enrich the quality of life locally. To this end, the County Board of Supervisors supports the priorities and the legislative principles set forth below.

Priority issues are those that have a significant impact on County business and on which County staff, including the County's State legislative advocates, will concentrate their legislative efforts during the 2018 Legislative Session. The County's top priorities (Listed Alphabetically) include:

1. Affordable Care Implementation – Support healthcare policy implementation efforts that do not have an adverse financial impact to the County. Examples of impacts may include unfunded or under-funded mandates, or reallocation of existing County funding that result in an increased General Fund obligation. Support ongoing and new efforts related to increasing the number of insured persons and to providing and expanding primary care services and public health prevention services and activities.
2. Children, Youth, and Families - Support legislation and budget efforts that support children, youth, and families, including restoring and expanding quality child care and preschool opportunities, increasing funding for homeless youth, promoting safety for all children, and supporting mental and developmental health prevention and early intervention activities. Advocate for dedicated funding streams for child abuse and youth violence prevention efforts. Collaborate with state regional offices, schools and health care systems to expand resources for parents with special needs children.
3. County Revenue Sources and Authority - Oppose efforts to decrease, restrict, eliminate, seize, divert, supplant or otherwise restrict local autonomy, including local revenues. Oppose any efforts at the state level to eliminate, restrict, or redirect revenues currently dedicated to local government for state purposes to other agencies and/or districts. Advocate for timely, full state funding for state programs operated by the County, which include appropriate cost of living increases, as well as costs associated with increases in population and caseload growth.
4. County Strategic Plan - Support efforts that further the goals outlined in the County's Strategic Plan as follows: (a) improve the health and well-being of those who live and work here; (b) ensure responsible and sustainable land use; (c) maintain a safe community; and (d) invest in and for the future.
5. Environmental and Open Space – Encourage and seek legislation that protects the County's quality of life, its diverse natural resources, and preserves the essence and history of the County. Support funding and regulatory efforts conserve energy, and to preserve open space and agricultural viability.

6. Sacramento-San Joaquin Delta and Suisun Marsh - Support legislative and administrative efforts to protect the Sacramento-San Joaquin Delta, including the Yolo Bypass/Cache Slough area, and County's interests relative to land use, agricultural viability, economic development, police or emergency response mandates, environmental preservation, flood protection, levee stability, habitat conservation, recreation, water supply, water quality, and water rights. Support governance structures that give local government a strong and equal voice with other stakeholders in setting Delta policy, and in project development and implementation.
7. Seniors and the Disabled – Support legislative, administrative and budgetary efforts that seek to maintain active and healthy independence for seniors and the disabled, including housing, funding and other support for those who are homeless or at imminent risk of homelessness. Support services that focus on comprehensive, integrated assistance for the disabled and seniors, including personal in-home care services, food assistance, prevention and investigation of abuse and neglect, and assistance accessing relevant programs such as Medi-Cal, Medicare, Supplemental Security Income (SSI), Cal-Fresh and cash assistance programs.
8. State Realignment & Cost-Shifts - Oppose proposals to restructure, realign, or otherwise shift the cost of state programs to local government, without commensurate compensation and a legislative ability for counties to draw down available federal funding. Support efforts to distribute public safety realignment funds using an equitable formula based on population. Support efforts to improve the stability of current County revenue sources. Oppose any realignment initiatives, which fail to fully fund services shifted to the County.
9. Voting and Election Efficiencies - Support efforts to modernize election administration to increase voter turnout, reduce the local cost of elections, reduce waiting time at polling places, increase convenience for voters, and improve voting opportunity for overseas and military voters.

Furthermore, the Solano Board of Supervisors adopts the following legislative principles (Listed Alphabetically by Policy Area):

Agriculture, Natural Resources, and Water

Solano County supports state legislative and regulatory actions that protect and enhance the County's significant agricultural, water, and natural resources. The County opposes any efforts to cut funding streams for critically important state resource programs. Specific principles include:

1. Support funding via the regulatory authority of the Agricultural Commissioner/ Sealer of Weights and Measures and extend sunsets where applicable.
2. Support legislation that would improve funding for USDA Wildlife Services management and education programs that aid the agricultural industry and the public in safely addressing interactions with wildlife such as coyotes, bobcats, mountain lions and feral pigs, which impact agriculture, public safety, the environment.
3. Support legislation or rulemaking to allow growers to take feral hogs without a depredation permit or hunting license when the hogs are damaging crops or agricultural infrastructure.
4. Support funding for an alternate intake to the North Bay Aqueduct.
5. Support efforts to protect the County's Farm Gate, including, but not limited to, full mitigation of agricultural and other economic impacts associated with habitat restoration efforts.
6. Support efforts to maintain local control/involvement in allocation of water resources.
7. Support legislation that would achieve the optimal level of funding for required regulatory activities, such as pest exclusion, detection and eradication, and improve coordination between federal, state and county programs.
8. Support legislation that would allow growers of specialty crops to participate in crop insurance programs, including legislation that would treat plant pest quarantines as disasters and provide eligibility for economic relief to growers of specialty crops in declared disaster areas.

9. Support legislation that would improve the funding and effectiveness of pesticide regulation activities to protect the safety of workers, the public and the environment. In addition, support legislation that promotes statewide consistency in the enforcement of pesticide laws and regulations and County Agricultural Commissioners and California Department of Pesticide Regulation primacy for pesticide use enforcement.
10. Support legislation that would provide grants to increase local producers' competitiveness in specialty crops, including fresh fruits and vegetables.
11. Support legislation that would promote funded regulatory activities for biologically sound beekeeping, improve the safety of people and animals, and improve the protection of pollinators and native honeybee health.
12. Support legislation that would encourage conservation of agricultural land by providing funding for conservation easements or the transfer/purchase of development rights and economic incentives for farmers to conserve wetland and grassland habitats on their farms. Also support legislation that promotes the establishment of landowner safe harbor agreements.
13. Support legislation that would improve customer protection during business transactions involving commercial weighing or measuring devices (scales, meters and scanners).
14. Support legislation that would assure the clear labeling and accuracy of the net quantity of packaged products to promote value comparison and consumer confidence.
15. Support legislation that would authorize the Environmental Protection Agency to provide funding to state and local agencies for projects aimed at advancing the goals and objectives of the comprehensive conservation and management plan for the San Francisco estuary.
16. Support changes to the California Constitution to expand the exemption from the majority property owner 2/3rds electorate vote requirement to include stormwater, flood protection/drainage fees, and permit "lifeline rates" for water and stormwater projects to benefit low-income residents.
17. Closely monitor updates to Stormwater rules that may have adverse effects on local communities.
18. Support actions and legislation that furthers collaborative and comprehensive planning in the Yolo Bypass/Cache Slough Region, which promotes continued agricultural health and flood risk reduction measures with other state priorities.

General Government

Solano County supports state legislative and regulatory actions that protect and enhance the general welfare and quality of life of the County's residents. The County opposes unfunded State mandates and State actions that would preempt local decision-making authority. Specific principles include:

1. Support funding for new technology to increase accountability and efficiency of local governments.
2. Support funding formulas for the equitable distribution of state funds while opposing attempts to decrease, restrict, or eliminate County revenue sources.
3. Support funding (based on objective criteria) for the preservation, rehabilitation, and maintenance of historically and/or architecturally significant buildings and structures.
4. Support the ongoing recognition of PACE bonds as assessments.
5. Support cost recovery for the County regarding services provided to other governmental entities.
6. Support legislation that encourages mutually respectful relationships between tribal and local governments including reform to both fee-to-trust process and off-reservation gaming provisions that ensure local government is reimbursed for potential social impacts and/or infrastructure changes and/or upgrades.
7. Support legislation or regulatory reform that allows flexibility in the County's pension plan formula to ensure the County remains a competitive employer in the current market.
8. Support equitable tax sharing agreements for annexation, incorporation, and development projects.
9. Support budgetary efforts for outstanding Payment-in-Lieu-of-Taxes (PILT) funding that is owed to the County and support legislative and budgetary efforts to reinstate ongoing future PILT funding.
10. Support funding and regulatory efforts to expand broadband services to all County residents.

11. Support legislation that equally allocates grant funding to District Attorneys and Public Defenders for attorneys to staff their offices.

Health and Human Services

Solano County supports state legislative and regulatory actions that promote the health and welfare of the County's most vulnerable residents, including children, the disabled and seniors. The County opposes any efforts to cut funding streams for critically important health and human services-related programs, such as Medi-Cal, and opposes efforts to reduce local flexibility in the implementation of such programs. Specific principles include:

1. Support legislation relative to the client intake process and case maintenance process, to improve system performance and outcomes.
2. Support legislation for prevention, education, intervention, and treatment services for youth and adults, including the disabled and seniors, with substance use issues, including cannabis, powder alcohol, alcohol, tobacco and other drugs.
3. Support sufficient funding for local CalWORKS programs and support services and to sufficiently fund the CalWORKs 2.0 strategy.
4. Support legislation that promotes streamlined and efficient enrollment processes for clients enrolling into government run programs, including free/reduced-cost school lunch program, WIC, Meals on Wheels, and CalFresh.
5. Support enhanced funding for quality child care services (that also provide employment and education opportunities for County residents), and for early learning opportunities.
6. Support efforts that assist foster youth in the transition to self-sufficiency and among care providers.
7. Support new or increased funding for mental health programs. Specifically support efforts to allow for flexibility for all appropriately licensed individuals to bill for provided mental health services.
8. Support efforts that assist seniors and the disabled to maintain self-sufficiency and active and healthy independence. Support legislation that would promote the psychological, social, and physical wellbeing of seniors and the disabled through expansion of mental health services and health-related programs including nutrition, education, physical fitness, disease prevention and rehabilitation.
9. Support legislation that would provide a comprehensive response to disabled and elder abuse, neglect and exploitation.
10. Support legislative and budgetary efforts to address risk factors for chronic diseases and to optimize preparedness to respond to communicable diseases (including public health lab services).
11. Support legislation to add e-cigarettes, menthol and smokeless tobacco products containing nicotine to the list of tobacco related products to be regulated by the U.S. Food and Drug Administration.
12. Support efforts to improve health and promote safety, economic well-being, and aging-in-place initiatives for seniors.
13. Support independent living services for foster youth including housing and educational support.
14. Support grants and funding for programs to address homelessness, imminent homelessness, and related issues. Work with cities and other community partners to assess and expand affordable housing for low income populations including seniors and the disabled.
15. Support legislation that promotes prevention-focused policies and interventions for illness and injuries.
16. Support full state funding and cost-of-living increases for state programs operated by the County.
17. Support legislation, budget or administrative action to adequately fund the child support program.
18. Support legislation that increases the reliability of child support payments.
19. Support legislation and funding to address needs of high-risk families, including perinatal services.
20. Support legislation that would require the state maximum State Supplementary Payment (SSP) grant for individuals to be readjusted and increased so that the state SSP and the federal Restore Social Security Income (SSI), when combined equal 138 percent of the Federal Poverty Level (FPL) supplements to previous levels adjusted for cost of living.

21. Support expansion and funding of Medi-Cal services to increase reimbursement to providers and to fund dental, vision and other services for older adults. Support additional state and federal funding related to the administration of the Medi-Cal program including a realistic methodology to determine administrative burden to counties.
22. Support legislation and efforts to allow for billing two different services on the same day in a Federally Qualified Health Center (FQHC), and for implementation of prospective payment systems based on a capitation model (per-member, per-month) rather than an encounter-based financing model. Support funding and programs that address issues of shortages within the health care workforce to assure access to quality healthcare.
23. Support legislation and efforts to promote and implement “whole person care” and to address social determinants of health. Support flexibility in the funding of Health and Social Services to assure collaboration between programs and better overall interventions.
24. Support adequate funding for implementation of ABAWD regulations with the ABAWD waiver ending in 2018.
25. Advocate for legislation and budget action that would support and enable data integration and sharing between the State, counties, and local government agencies for the purpose of supporting seamless delivery of critical health and safety services to the public.
26. Support legislation and funding to address and promote health equity, including health in all policies initiatives.
27. Support adequate realigned funding for realignment programs.
28. Support legislation to continue to partner with community based organizations to provide health and social services to high risk populations.
29. Support legislation to recruit and retain health care professionals to serve targeted high-risk populations.
30. Support the provision of resources for respite care.

Housing, Community & Economic Development, & Workforce Development

Solano County supports state legislative and regulatory actions that promote local housing and community development programs and activities, workforce development programs, and programs aimed at encouraging local job and business growth. The County opposes efforts to cut funding for these critically important programs, as well as efforts to restrict local flexibility in the administration of such programs. Specific principles include:

1. Support Housing Element reform that provides a streamlined certification process, and encourage flexibility in Housing Element consistency review by the California Department of Housing and Community Development (HCD), for jurisdictions that have small housing allocation, limited urban services and city centered development policies.
2. Support housing opportunities for low-income individuals and families, including seniors and the disabled, such as permanent and transitional housing, and Rental Assistance Programs.
3. Support funding opportunities to assist cities in providing affordable housing for low-income and homeless individuals.
4. Encourage and seek legislation to facilitate orderly economic expansion and growth, and increase the opportunity for discretionary revenues, programmatic and financial flexibility for the County.
5. Support the federal/State/local delivery system for workforce development programs with State-level initiatives that complement local delivery efforts and add value for these business-led efforts.
6. Support efforts to increase employment opportunities and link training programs to local available employment, including efforts to increase summer employment opportunities for youth.
7. Support appropriate resources to support safe, accessible and affordable housing to targeted low-income seniors and disabled persons.

Public Safety and Emergency Disaster Preparedness

Solano County supports state legislative and regulatory actions that promote funding for key justice, public safety, and emergency preparedness programs. The County opposes efforts to cut funding for such programs, as well as efforts to restrict local flexibility in program administration. Specific principles include:

1. Support continued and protected funding for all 2011 Public Safety Realignment programs.
2. Preserve Title IVE funding and obtain fiscal support from the State to implement the requirements imposed by the California Department of Social Services (CDSS).
3. Support actions to mitigate liabilities of longer-term inmates as a result of realignment in areas such as health, mental health, Americans with Disabilities Act (ADA) and other areas of concern; also efforts to mitigate the impacts of long-term confinement in county jails and redirects inmates with sentences in excess of three years to state prisons.
4. Support legislation that provides funding to comply with the additional financial burden of the Prison Rape Elimination Act.
5. Support maximizing reimbursement for inmate medical care from federal Affordable Care Act (ACA).
6. Protect funding for local public safety programs, including COPS, Juvenile Justice Programs, Cal-MMET, Rural Sheriffs, Booking Fees, Vertical Prosecution, and other critical programs.
7. Support efforts to secure appropriate funding for gang-related issues.
8. Support legislation that establishes a presumptive limit for driving under the influence of marijuana.
9. Support continued and protected funding for adult probation services, to include but not limited to drug testing, reports, and supervision fees.
10. Support a state offset to recover outstanding restitution ordered to the victims of crimes and other delinquent court ordered fines, penalty assessments, and fees associated with criminal or juvenile justice proceedings; specifically allow the collection term from 3 years to between 10 and 20 years.
11. Support increased funding for prevention, intervention, and victim services for victims of domestic violence, sexual assault, child abuse, dating violence, stalking, elder abuse and human trafficking.
12. Support funding for flood protection of buildings that play a role in local emergency response.
13. Support efforts to improve safety of hazardous materials transported by rail, including crude by rail and enhance capacity of local emergency responders to appropriately respond to potential emergency events resulting from derailment or releases.
14. Support legislation for the availability and affordability of earthquake and flood insurance.
15. Support funding and legislation to assess and mitigate potential impacts on local communities due to climate change and sea level rise.

Resource Management, Environmental Health, and Sustainability

Solano County supports state legislative and regulatory actions that promote the environmental health and sustainability of the County, including funding for key programs. The County opposes efforts to cut funding for such programs, as well as efforts to restrict local flexibility in program administration. Specific principles include:

1. Support legislation and administrative action that further the goals of the County's climate protection efforts, including the ability for a local agency to obtain greenhouse gas reduction credits and funding for energy conservation/alternative energy projects.
2. Support funding to sustain operations, maintenance and repair of dated infrastructure in County and local park agencies. Support legislative efforts to keep State Parks open in the County.
3. Minimize proposed changes to Building Codes made by the legislative process. Focus code changes on established procedures through the Building Standards Commission.
4. Support repeal of the \$150 per building fee applicable to rural State Responsibility areas and/or return of some of fee revenues to local fire districts.
5. Oppose CalEMA's proposals to require local jurisdictions to purchase repetitive loss properties.
6. Support reinstatement of the Williamson Act program, which was defunded in FY2011/12.

7. Oppose legislation and other ecosystem enhancing actions that diminish the County's ability to require mitigation of the conversion of agricultural lands, including mitigation to enhance existing agricultural lands.
8. Support sensible and meaningful CEQA reform that both streamlines processes and serves to reduce meaningless litigation, while maintaining strong analytic and mitigation requirements for large projects that clearly have significant environmental consequences at a regional or statewide level.
9. Support actions for a responsive, efficient, and effective County environmental health program.
10. Support any legislation that simplifies reporting for local environmental health programs to the state, including revisions to Chapter 6.95 to streamline hazardous materials program reporting.
11. Support legislation allowing local water agencies to determine how to achieve water conservation mandates.
12. Support legislation to improve access to healthy foods via community gardens, school gardens, etc.
13. Support legislation that provides funding opportunities to sustain and expand a countywide parks system.
14. Support legislation that fosters regional purchasing capabilities and inter-jurisdictional infrastructure development to achieve local environmental and sustainability goals/requirements. Support actions for source reduction, recycling and composting, including legislation and grants to support extended producer responsibility.
15. Oppose legislation and rule-making that would diminish local authority to regulate cannabis activities.
16. Oppose legislation that allows sale through internet or directly to consumers of potentially hazardous foods cooked at home kitchens unless local planning approval and local licenses and permits are obtained.
17. Support legislation that streamlines the permitting of organic waste processing, composting and recycling infrastructure to achieve State mandated recycling mandates, while preserving local requirements that allow such use with reasonable public health and the environmental protections, such as wet weather restrictions, setbacks to residences, and other specific requirements based on the type of biosolids and location for biosolids land applications.
18. Support legislation that allows collaboration between the groundwater sustainability agencies and the local environmental health departments in regard to monitoring and permitting of wells.
19. Support legislation that consolidates and streamlines rules and requirements to enhance groundwater recharge through reuse and recycling.
20. Support funding to assess and encourage innovation toward water conservation and reuse, especially treated waste water, and enhancement of groundwater recharge in unincorporated communities.
21. Support legislation that promotes regional consolidation of water systems in local communities and secures funding for local community and state small water systems that are at risk of failure due to infrastructure age or that pose health and safety risks to customers.
22. Support legislation and administrative actions that provide funding for local agencies and property owners to destroy abandoned water wells that pose safety or water quality impact risks.
23. Support legislation, administrative actions and funding for local agencies to modernize light and heavy equipment fleet vehicles, including transition from diesel-fueled vehicles to cleaner-fueled vehicles.
24. Support legislation that promotes extended producer liability on household items such as appliances and furniture items, and that allow local programs for registration of local waste haulers to prevent illegal dumping.
25. Support funding opportunities to support illegal dumping prevention and enforcement activities.
26. Support legislation for the Building Official to enforce code requirements on Accessory Dwelling Units within a reasonable time frame based on the threat to fire, life and safety, with imminent threats requiring immediate correction.

Transportation

Solano County supports state legislative and regulatory actions that promote and protect the transportation needs of our community. The County opposes efforts to cut funding for key transportation programs, as well as efforts to restrict local flexibility in the administration of such programs. Specific principles include:

1. Support legislation and budget actions which provide additional and continuing funding for local infrastructure, including local roads, bridges, and transit priorities, as well as continued funding of the California Aid to Airports Program (CAAP) for capital projects. Ensure that existing transportation funding streams are retained. Seek to reverse the diversion of Off Highway vehicle funding.
2. Seek funding from the Cap and Trade measure to pay for road maintenance including green roads and other enhancements to the transportation network that reduce greenhouse gas emissions.
3. Oppose legislation and measures that seek to diminish or rescind the Road Repair and Accountability Act of 2017.
4. Oppose legislation that restricts the County's ability to deliver construction projects using specialized consultant, non-profit, or other contract services.
5. Support efforts to improve rail and rail car safety, including positive train control (PTC) technologies, for transportation of hazardous materials including crude oil.
6. Encourage the replenishment of State funding of the Aeronautics Program for Capital Improvement Grant Funding through the California Transportation Commission (CTC); and restore State Aeronautics funding reliability for future project planning.
7. Support Funding and increased access to transportation for those who are low income and lack access to reliable transportation.
8. Support legislation that facilitates funding and improvements to the Highway 37 corridor.

Veterans and Veterans Affairs

Solano County supports state legislative and regulatory actions that promote and protect the health and general welfare of veterans in our community. The County opposes efforts to cut funding for key veterans' programs, as well as efforts to restrict local flexibility in the administration of such programs. Specific principles include:

1. Support efforts that provide enhanced benefits for veterans and active duty, reserve and National Guard members that are cost-neutral to counties, including expanded mental health services.
2. Support legislative, regulatory or policy changes that would create a federal/state/local government partnership to reduce the VA veteran's claims backlog and expand outreach services to veterans.
3. Support legislation and funding to improve existing and construct new local veteran's facilities.
4. Support state legislation to permit the California Department of Corrections and Rehabilitation (CDCR) to collect data on incarcerated veterans and to give that data to the Department of Veterans Affairs (CDVA) for purposes of connecting those incarcerated veterans and their families with the benefits they are still entitled to while incarcerated, as well as upon release from incarceration.
5. Support legislation that would make it a criminal offense to intentionally misdirect or mislead a veteran, or anyone acting on the veteran's behalf, concerning benefits or entitlements.
6. Support legislation that would establish priority enrollment and registration for veterans in community colleges, state colleges, and universities.
7. Support legislation that would provide state income tax relief to retirement pay of military retirees. Support making permanent the recent increase in funding to California Veteran Service Officers.
8. Support legislative efforts and funding to improve flood channels at the Sacramento Valley National Cemetery in Dixon to allow for increased flood protection of the grave sites and surrounding cemetery property.
9. Support funding to upgrade Midway Road to ease the entry/exit to the Sacramento Valley National Cemetery in Dixon.

Other Agency Legislative Priorities

1. Delta County Coalition - Support the principles developed collectively by the Delta Counties Coalition.
2. Solano LAFCo – Support the 2019 legislative priorities and programs outlined and adopted by Solano LAFCo.

3. Solano Transportation Authority – Support the 2019 legislative state priorities and programs as outlined and adopted by the Solano Transportation Authority.
4. Travis Community Consortium – Support the mission of all military organizations located within the County. Support the 2019 state legislative priorities adopted by the Travis Community Consortium. Furthermore, encourage the State to adopt proactive measures regarding the Base Realignment and Closure (BRAC) and convene an office at the State level to work with each community that has a military installation or defense contractors to protect California's interest with the decline in defense spending and the probable realignment of missions and closure of bases.
5. California State Association of Counties (CSAC). Support the 2019 legislative state priorities and programs as outlined and adopted by CSAC.

2019 LEGISLATIVE PROPOSAL

Solano County, General Services

Title: Office of the State Fire Marshal (OSFM), Fire and Life Safety Division, plan review resource augmentation.

Current (State and/or Federal) Law: Unknown State law or OSFM policy

Problem Statement: Demand for timely construction plan review exceeds OSFM staff capacity, resulting in costly delay to State-funded building projects.

Proposed Solution: OSFM shall delegate construction plan review authority to a designated third-party inspection agency or to the Division of the State Architect or to the local Building Official when OSFM staff is otherwise unable to complete plan review in time to avoid critical project schedule delay.

Proposed Effective / Operative Date of Solution: ASAP

Justification: Currently, the inability of OSFM to provide timely construction plan review comments and final approval of construction projects results in thousands to millions of dollars annually in unnecessary delay to State-funded building projects.

Implementation: Via OSFM contract with authorized on-call third party inspection agency and/or delegated authority to the Division of the State Architect or to the local Building Official. (County or agency requesting OSFM plan review shall indicate, in good faith, the latest date by which review comments and/or final approval must be received from OSFM to avoid critical project delay. OSFM shall make a good faith commitment to return review comments and approvals within the requested period, allowing for stipulated minimum review time, and shall otherwise delegate review and approval authority to a designated third party inspection agency, to the Division of the State Architect, or to the local Building Official in instances in which OSFM reasonably foresees that it is unable to respond within the critical timeframe. Standard review time allowances by project type and/or size shall be published by the OSFM for general guidance to submitting agencies. Multiple plan review periods may be required by OSFM or its authorized plan review agency for instances in which plan review comments are not adequately addressed by the submitting party).

Fiscal Impact:

County: Saves thousands to millions of dollars annually in avoidable delay to State-funded building projects.

2019 LEGISLATIVE PROPOSAL

Solano County, Resource Management Department

Title: Cache Slough Complex Management Plan (CSCMP)

Current (State and/or Federal) Law: N/A

Problem Statement: The Cache Slough Complex in Solano County is a productive agricultural region highly coveted by the state for its potential for conversion to tidal habitat and, as part of the lower Yolo Bypass, for flood risk reduction. Conversion of agriculture to other uses results in loss of productive land, affects ag lands remaining in the region and creates other negative economic consequences. Land use conflicts are numerous and complex. Lands are being acquired with little attention to direct, indirect and cumulative impacts to the region, and create conflicts among land uses.

Proposed Solution: A Cache Slough Management Plan (CSCMP) would create a structure by which existing and proposed land uses in the geographic region are addressed together at the landscape and project scales. Development of a plan that is protective of agriculture while comprehensively planning for land use changes desired by the state, reduces conflict and allows for the necessary multi-objective approach. The process would include a multi-agency governance structure, plan development, environmental review, implementation and regulatory oversight. The County is currently engaged in planning efforts in the larger Yolo Bypass/Cache Slough region; the CSCMP is consistent with and would enhance those efforts.

Proposed Effective / Operative Date of Solution: The CSCMP would take no more than 5 years to complete. Habitat and flood-related projects are ongoing in the region and so would not create delay for the state in obtaining its objectives.

Justification: The state is in the process of developing significant acreages of tidal and other habitat in Solano County. This creates conflict among land uses, the project-by-project focus lacks clarity, resulting in reduced function and value of both agricultural and ecosystem functions, as well as other economic consequences. A more comprehensive approach is warranted.

Implementation: Multi-agency, multi-objective collaborative structure for planning and implementation.

Fiscal Impact: Financing would be required to develop and implement CSCMP. Funding could be made available through existing bond programs.

County: Solano County (Yolo County)

State/Federal: Plan would be multi-jurisdictional and multi-objective in nature

Other States:

2019 LEGISLATIVE PROPOSAL

Solano County General Services Department/County Counsel

Title: Liens on Aircraft

Current (State and/or Federal) Law: Cal. Code of Civil Procedure § 1208.65 et seq.

Problem Statement: Anyone who repairs, stores, or furnishes supplies or materials for an aircraft, including reasonable charges for the use of any landing aids furnished, is entitled to a possessory lien on that aircraft under Cal. Code of Civil Procedure (CCP) §1208.61. In 1980, the lien sale provisions of the aircraft lien laws (specifically CCP §1208.65 et seq.) were declared unconstitutional but the statutes were never amended to address the constitutionality issue. (See Martin v. Heady (1980) 103 Cal. App. 3d 580.)

Proposed Solution: Amend CCP §1208.65 et seq. to provide procedural due process prior to sale of aircraft due to unpaid storage fees.

Proposed Effective / Operative Date of Solution: January 1, 2019

Justification: For those that repair aircraft, there is a provision under Business & Professions Code §9790 et seq. that allows for a lien, and subsequent perfection of the lien and sale of an aircraft, to recover any unpaid balance for the repair services but such provision is not applicable for costs incurred for the mere storage of an aircraft. Therefore, should an aircraft be parked at a public airport without payment of rental fees, the County is entitled to lien the aircraft but there is no mechanism to perfect the lien and sell the aircraft to recoup the costs of storing the aircraft.

Implementation: Implementation would be on a case by case basis to recover the unpaid costs for storing aircraft.

Fiscal Impact: Unpaid costs for storage of aircraft would be recouped by public airports.

County: N/A

State/Federal: N/A

Other States:

Attachment E

Federal Legislative Report

Fiscal Year 2019 Appropriations

To date, Congress has approved, and President Trump has signed into law five of the 12 appropriations measures for the fiscal year that began October 1. The following spending bills have been finalized and are funded through September 30, 2019: Energy & Water; Military Construction-Veterans Affairs; Legislative Branch (via PL 115-244) and Labor-HHS-Education and Defense (via PL 115-245).

The remaining 7 appropriations bills – which fund dozens of federal agencies – are operating under a short-term Continuing Resolution (CR) that runs through December 7. The CR covers the following spending legislation: Agriculture; Commerce-Justice-Science; Financial Services-General Government; Homeland Security; Interior-Environment; State-Foreign Operations; and, Transportation-HUD. The remaining bills provide federal dollars for dozens of programs that are of interest to Solano County, ranging from local law enforcement to transportation to water resources.

After the midterm elections, lawmakers will have roughly one month to complete action on the seven unfinished appropriations measures. Of course, the outcome of the elections will undoubtedly affect this fall's budget debate, with the possibility that a final budget package could be held over until 2019.

Farm Bill

The authorization for programs covered by the Farm Bill lapsed on September 30. Although USDA has signaled that the legislation's expiration will not directly impact farmers and ranchers in the short term, many agricultural interests have expressed concern that an extended delay in programmatic authority could negatively impact a variety of conservation and agriculture programs. With regard to the Supplemental Nutrition Assistance Program (SNAP/Calfresh), the program is an "appropriated entitlement," meaning it does not rely on the Farm Bill for continuing programmatic authority.

During the last several months, Republican and Democratic leaders of the House and Senate Agriculture Committees have struggled to find a compromise between their respective Farm Bill reauthorization measures (HR 2/S 3042). While there are several major sticking points, disagreements over SNAP have bogged down the negotiations.

The House Farm Bill includes strict new work requirements for SNAP program recipients. Under the legislation, all able-bodied adults without children under age six would be required to work at least 20 hours per week and/or be engaged in a work-related program. The first failure to do so for more than one month would result in the loss of SNAP benefits for one year; a second failure would result in the denial of benefits for a period of three years.

HR 2 also would restrict categorical eligibility for SNAP to only those individuals receiving TANF cash assistance or other TANF supports, such as child care. Currently, there are other ways of becoming eligible for SNAP, such as receiving aid through a state assistance program or SSI. Additionally, the bill would effectively eliminate the use of the standard utility disallowance and instead would require SNAP participants to submit utility bills and would count any LIHEAP benefits when determining SNAP benefits. Given the legislation's work-centric focus, the

Attachment E

measure would nearly triple the amount of funding for SNAP Employment and Training programs.

The Senate's bipartisan version of the Farm Bill does not include any cuts to SNAP. During floor consideration of the measure, senators rejected a number of amendments that mirrored some of the House provisions designed to reduce SNAP benefits.

Opioid Legislation

After months of legislative work, Congress passed, and President Trump recently signed into law a comprehensive opioids package – the SUPPORT for Patients and Communities Act (HR 6). The nearly 660-page bill is made up of dozens of individual measures that lawmakers from all over the country put forward in the 115th Congress.

While there are several new programs and initiatives in the legislation, the new law largely reauthorizes and expands a number of current prevention, treatment, and recovery programs that span almost every federal agency. Even though HR 6 passed both chambers by wide margins, the legislation has been criticized for its lack of concrete funding. The majority of the programs reauthorized/created within the package will still need to compete with other programs for federal dollars during the annual appropriations process.

The wide-ranging measure includes several new policies of note to Solano County.

- Presently a state option under the Affordable Care Act, the bill mandates that all states, no later than 2023, ensure that former foster youth continue to be covered by Medicaid until age 26. HHS had interpreted the provision as mandating coverage only within the state where the youth was in foster care, unless a receiving state had made a change in its law to cover youth leaving foster care.
- The bill requires states to suspend, not terminate, Medicaid coverage youth who have been in juvenile custody. While states have this option now, many have chosen not to do so, requiring youth to begin the application process anew. The new requirement is effective one year after enactment.
- The measure modifies Medicaid to ensure that pregnant and postpartum women receiving treatment for substance use disorders in a facility can continue receiving other Medicaid-covered care outside of the facility, including prenatal services.
- The legislation gives states the option to provide Medicaid-covered substance use disorder treatment in residential facilities with over 16 beds. The so-called Institutions for Mental Diseases (IMD) exclusion currently limits Medicaid participation in facilities with 16 or fewer beds. Under the option, states could receive federal reimbursement for Medicaid beneficiaries aged 21-64 for up to 30 days of care.

Trump Administration's Western Water Policy

In late October, President Trump signed a memorandum entitled "Promoting the Reliable Supply and Delivery of Water in the West." Pursuant to the presidential order, the Departments of Interior and Commerce are directed to work together to "minimize regulatory burdens" in

Attachment E

order to increase water supplies for certain areas of the West, including California's Central Valley.

The memorandum is expected to streamline the approval of certain water storage projects in California, as well as accelerate the ongoing environmental review of the long-term coordinated operations of the Central Valley Project and the State Water Project. Pursuant to the terms of the presidential memorandum, final biological opinions regarding Delta smelt and chinook salmon are expected to be issued in the summer of 2019.

On a related matter, the Bureau of Reclamation recently notified the California Department of Water Resources that it was initiating the renegotiation of the Coordinated Operations Agreement (COA). Among other things, the 1986 COA sets forth procedures for the operation of the Central Valley Project and State Water Project and identifies formulas for sharing joint responsibilities for meeting Delta standards and other legal uses of water. The renegotiation efforts are ongoing.

Proposed “Public Charge” Rule

On October 10, the U.S. Department of Homeland Security (DHS) published in the *Federal Register* a notice of proposed rulemaking (NPRM) redefining the meaning of “public charge.” If adopted, the proposal would make it difficult for some individuals to enter the U.S. and for certain current legal immigrants to change their status to that of a lawful permanent resident (LPR).

Under current immigration policy, a green card may be denied to an individual who is likely to become “primarily dependent on the government for subsistence, as demonstrated by either the receipt of public cash assistance for income maintenance or institutionalization for long-term care at government expense.” Public benefits that are considered for public charge purposes are: TANF, SSI, state/local cash assistance programs, and public assistance for long-term institutional care.

The Trump administration’s proposed rule would define public charge as a non-citizen/alien who receives one or more public benefits. In addition to the aforementioned benefits, the following programs would be included in the calculation: receipt of non-emergency Medicaid, SNAP, and housing assistance, among other programs. It should be noted that DHS is considering including the Children’s Health Insurance Program (CHIP) in a final rule and is explicitly asking for comments regarding this aspect of the proposal.

Some immigration lawyers and advocates contend that not only has the rumor of issuing the proposal already had an effect on individuals applying for benefits, the totality of the numerous financial and other considerations U.S. Citizenship and Immigration Services (USCIS) could apply within the rule would make it more difficult for families to sponsor their relatives to come into the country. Additionally, and as previously indicated, those who are here legally and who are applying for LPR status may soon find it more difficult to obtain a green card.

Stakeholders have until December 10 to submit comments to DHS. The Department will then be required to review and consider those comments before issuing a final rule. In the meantime, there are no changes in the way USCIS determines what constitutes a public charge.

Post-Election Outlook

Attachment E

Completing the fiscal year 2019 appropriations process will be the number one priority for Republican congressional leaders once lawmakers return to Washington, D.C. after the midterm elections. It remains to be seen whether Democrats will be open to negotiating a final budget deal or whether they'll attempt to push the debate into 2019.

One issue that could lead to a budget stalemate is disagreement over funding for President Trump's border wall. In fact, the president has threatened a government shutdown if lawmakers do not approve his \$5 billion request. While House Republicans have acquiesced to the administration's demands, the Senate's fiscal year 2019 DHS spending legislation recommends only \$1.6 billion for the wall. The president's request is a nonstarter for Democrats, particularly in the absence of a permanent solution to the expired Deferred Action for Childhood Arrivals (DACA) program.

Also, on tap following the elections is the ongoing Farm Bill conference, as well as pending reauthorizations of the National Flood Insurance Program and the *Violence Against Women Act*.



Solano County

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Agenda Submittal

Agenda #: 22 **Status:** Regular Calendar
Type: Miscellaneous **Department:** Health and Social Services
File #: 18-847 **Contact:** Gerald Huber 784-8400
Agenda date: 12/04/2018 **Final Action:**
Title: Consider appointments to the Napa/Solano Area Agency on Aging (AAA) oversight board representing Solano County for the membership categories of the primary and alternate members of the senior community age 60 or older and the At-large primary and alternate members, for six-year terms to expire December 5, 2024; and Approve an Appropriations Transfer Request for \$1,823,359 to establish the AAA budget through June 30, 2019
Governing body: Board of Supervisors
District: All
Attachments:

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ☐ No ☒
Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

The Department of Health and Social Services (H&SS) recommends the Board of Supervisors consider appointments to the Napa/Solano Area Agency on Aging (AAA) oversight board representing Solano County for the membership categories of the primary and alternate members of the senior community age 60 or older and the At-large primary and alternate member, for six year terms to expire December 5, 2024; and Approve an Appropriations Transfer Request for \$1,823,359 to establish the AAA budget through June 30, 2019.

SUMMARY/DISCUSSION:

On November 13, 2018 the Board approved its appointee and alternate to the Napa/Solano Area Agency on Aging (AAA) and approved the process and timeline for the recruitment of the additional 4 members representing Solano County, the community member age 60 and over and alternate and the At-large member and alternate. An overview of the AAA and the oversight board vacancies were posted on the Clerk of the Board webpage and a press release was issued and published. Notifications were sent to the Senior Coalition and H&SS shared the information with other senior focused locations and groups in the County. Seven applications were received and H&SS and County Administrative Office staff reviewed the applications and conducted follow up calls with applicants. The applications and follow up information was provided to the Board's appointees and recommendations for appointments will be submitted for the Board's consideration during the December 4 Board meeting.

Additionally, approval of an Appropriations Transfer Request for \$1,823,359 is requested to recognize federal, State and local revenues for the AAA and to budget for expenditures.

FINANCIAL IMPACT:

The costs associated with preparing the agenda item are nominal and absorbed by the Department's FY2018/19 Adopted Budget.

ALTERNATIVES:

The Board could choose not to appoint individuals to the AAA or could choose to select recommended alternates as primary members. If individuals are not appointed, Solano County will have two voting members on the oversight board.

OTHER AGENCY INVOLVEMENT:

The County Administrative Office and Board of Supervisors Districts One and Two assisted with the review of the AAA members and alternates.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION



Solano County

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Fairfield, California 94533
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Agenda Submittal

Agenda #:	23	Status:	Regular Calendar
Type:	Miscellaneous	Department:	Board of Supervisors
File #:	18-837	Contact:	Davina Smith, 784-6155
Agenda date:	12/04/2018	Final Action:	
Title:	Conduct a public forum in accordance with Government Code section 7283.1(d) (TRUTH Act)		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	2018 TRUTH Act Notice		

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ☒ No ☐
Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

The Sheriff's Office recommends that the Board of Supervisors:

1. Conduct a public forum in accordance with Government Code section 7283.1(d) (TRUTH Act);
2. Receive a report regarding data the Sheriff's Office maintains regarding qualifying interactions and communications with ICE; and
3. Receive Public Comment.

SUMMARY:

Government Code section 7283.1(d) (TRUTH Act), requires that beginning in 2018, the Board of Supervisors hold an annual public forum if a County local law enforcement agency provided "ICE access" to an individual during the preceding year. As part of this forum, the Solano County Sheriff's Office will report on the qualifying interactions they have had in calendar year 2017.

FINANCIAL IMPACT:

There is no cost to the County in regards to this public forum apart from the staff time in compiling the data, preparing the documents, and publishing the required notices. The costs associated with preparing the agenda item are nominal and absorbed by the department's FY2018/19 Adopted Budget.

DISCUSSION:

Immigration laws and their enforcement are under the jurisdiction of the federal government and its Immigration and Customs Enforcement Agency (ICE). Enforcement of state and local criminal laws is under the jurisdiction of state and local law enforcement. Traditionally, local law enforcement and federal immigration authorities have cooperated by sharing various types of resources. For local law enforcement, that often

meant providing information about non-citizen individuals in local law enforcement custody and holding that individual for a period of time at the request of ICE after the person is ordered released on their local criminal charges (“ICE hold” or “ICE detainer”) to allow ICE time to take custody of the individual, or providing ICE access to an individual in the jail for an interview.

Some public interest and citizen groups began having concerns over the level of this cooperation. After hearing of these concerns, some local governments acted to restrict the types of cooperation on immigration issues that could be allowed between local law enforcement and federal immigration authorities.

The federal government enacted laws prohibiting a state or local government from limiting communication with federal immigration authorities about the immigration or citizenship status of individuals. However, these codes do not impose any affirmative obligation for a local jurisdiction to share non-citizenship information, such as a person’s custody status, home address, or release date, with federal immigration authorities.

In 2013, California enacted the Transparency and Responsibility Using State Tools (TRUST) Act (Government Code §§ 7282 and 7282.5) to address issues regarding ICE holds. The TRUST Act attempted to balance the expense, due process concerns, and the potential liability to local jurisdictions for holding a person in custody past their release date with the desire to ensure that non-citizens convicted of felonies were removed if appropriate. The TRUST Act prohibited local law enforcement from keeping a person in custody for an ICE hold once the individual was otherwise eligible for release unless the person had been convicted of a felony punishable by prison, was on the California Sex or Arson registry, or was the subject of a federal felony arrest warrant, among other qualifying events. If the person qualified under one of the exceptions, then local law enforcement could comply with the ICE hold request and detain the individual for up to 48 hours.

In 2016, California passed the Transparent Review of Unjust Transfers and Holds (“TRUTH”) Act (Government Code § 7283 *et seq.*). Under the TRUTH Act, local law enforcement agencies are required to provide various types of notification to an individual if ICE requests to interview that person, or submits a hold request to law enforcement for the individual, or if ICE requests an individual’s release date. Records of “ICE access” must also be available to the public under the Public Records Act. “ICE access” is broadly defined to include the following:

- responding to an ICE hold or transfer request;
- responding to an ICE request for the date and time a person would be released from custody;
- allowing ICE to interview an individual;
- providing ICE information on dates and times of probation or parole check-ins; and
- providing ICE non-publicly available information regarding release dates, home addresses, or work addresses.

Additionally, starting in 2018 a local governing body is required to hold a community forum with an opportunity for public comment if the local law enforcement agency has provided “ICE access” in the previous year. During the forum, law enforcement may provide the governing body with data regarding the number and demographics of individuals affected by “ICE access”, as well as the date access was provided and whether access occurred from a hold, a transfer, a notification request, or other means. This public forum must be noticed at least 30 days in advance.

Most recently, California passed SB 54, the California Values Act (more commonly known as the “Sanctuary State” law) which became effective on January 1, 2018. It prohibits state and local law enforcement agencies from using money or personnel to investigate, interrogate, detain, detect, or arrest persons for immigration enforcement purposes, or inquire into a person’s immigration status. It amended the TRUST Act to prohibit a local law enforcement agency from complying with ICE holds. It also prohibits local law enforcement from providing personal information about an individual unless that information is publically available.

In Solano County, both the Probation Department and the Sheriff's Office searched their records, but only the Sheriff's Office had any qualifying "ICE access" contacts in calendar year 2017. The Sheriff's Office will therefore present its data regarding these contacts to the Board during the public forum in compliance with Government Code section 7283.1(d).

Notice of the TRUTH Act public forum was provided to the public by publishing ads in the following Solano County newspapers at least 30 days in advance of the community forum: Benicia Herald; The Daily Republic; Dixon Tribune; The Reporter; Rio Vista Herald; Vallejo Times Herald. Notice was also provided by posting information about the forum on the County's website and in the posted meeting agenda.

ALTERNATIVES:

The Board may choose to:

1. Not conduct the TRUTH Act public forum at this time.

Staff does not recommend this alternative as the forum is required to be held before the end of the year by the governing board of a local agency, although no action is required to be taken. Should the Board choose not to hold the public forum at this time, it must reschedule it for a future date to comply with state law.

OTHER AGENCY INVOLVEMENT:

County Counsel assisted with this item.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

NOTICE OF SOLANO COUNTY
TRUTH ACT COMMUNITY FORUM

In accordance with the Transparent Review of Unjust Transfers and Holds (TRUTH) Act (Government Code section 7283.1(d)), the Solano County Board of Supervisors will hold a community forum to receive information from County law enforcement departments about access to individuals provided to the federal Immigration and Customs Enforcement (ICE) in calendar year 2017 and receive public comment.

This Community Forum will be held during the Board's regular meeting on Tuesday, December 4th, 2018 at 1:00 pm or as soon thereafter as the matter may be heard, in the Solano County Board Chambers on the first floor of the County Administration Center, 675 Texas Street, Fairfield.

The County of Solano does not discriminate against persons with disabilities and is an accessible facility. If you wish to attend this meeting and you will require assistance in order to participate, please contact the Solano County Clerk of the Board at (707) 784-6100 at least 24 hours in advance of the event to make reasonable arrangements to ensure accessibility to this meeting.

Please publish as a DISPLAY Ad one time in the News Section of the Daily Republic on Friday, November 2, 2018

Please publish as a LEGAL AD one time in the legal section of the:

Dixon Tribune on Friday, November 2, 2018

Benicia Herald on Wednesday, November 2, 2016

Winters Express on Wednesday, October 31, 2018

Rio Vista River News Herald on Wednesday, October 31, 2018

Vacaville Reporter on Friday, November 2, 2018

Vallejo Times Herald on Friday, November 2, 2018