Solano County

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Fairfield, California 94533
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Minutes - Draft

Board of Supervisors

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Tuesday, November 18, 2025 **9:00 AM** **Board of Supervisors Chambers**

CALL TO ORDER

The Solano County Board of Supervisors met on the 18th day of November 2025 in regular session in the Board of Supervisors' Chambers at the Solano County Government Center, 675 Texas Street, Fairfield, California at 9:00 A.M.

ROLL CALL

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

SALUTE TO THE FLAG AND A MOMENT OF SILENCE

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

PRESENTATIONS

1 **25-885** Adopt and present a resolution recognizing November 2025 as Native American Heritage Month (Chair Mashburn)

Attachments: A - Native American Heritage Month Resolution

On motion of Chair Mashburn, seconded by Supervisor James, the Board adopted and presented Resolution No. 2025-241, recognizing November 2025 as Native American Heritage Month. So ordered by a 5-0 vote. (see Resolution Book)

Enactment No: Resolution No. 2025-241

2 **25-888** Adopt and present a resolution recognizing the Food Bank of Contra Costa and Solano celebrating 30 years of service to Solano County (Supervisor Brown)

Attachments: A - Food Bank of Contra Costa and Solano Resolution

On motion of Supervisor Brown, seconded by Supervisor Vasquez, the Board adopted and presented Resolution No. 2025-242 recognizing the Food Bank of Contra Costa and Solano celebrating 30 years of service to Solano County. So ordered by a 5-0 vote. (see Resolution Book)

Enactment No: Resolution No. 2025-242

3 **25-936** Adopt and present a resolution recognizing November 17-21, 2025, as California Clerk of the Board of Supervisors week in Solano County (Chair Mashburn)

Attachments: A - Clerk of the Board of Supervisors Week Resolution

On motion of Chair Mashburn, seconded by Supervisor Williams, the Board adopted and presented Resolution No. 2025-243, recognizing November 17-21, 2025, as California Clerk of the Board of Supervisors week in Solano County. So ordered by a 5-0 vote. (see Resolution Book)

Enactment No: Resolution No. 2025-243

ITEMS FROM THE PUBLIC

Members of the Board, County Administrator Ian Goldberg, Past County Administrator Bill Emlen, County staff, and members of the audience commented on the career of County Counsel Bernadette Curry and wished her congratulations on her retirement.

County Counsel Bernadette Curry thanked everyone for their well wishes.

Chair Mashburn invited members of the public to address the Board on matters not listed on the agenda but within the subject matter jurisdiction of the Board. The following comments were received:

A) Carl Vinson commented on IHSS labor negotiations.

B) Maximina Del Real commented on IHSS labor negotiations.

C) Liann Stubblefield commented on concerns about recent administrative changes within the Vacaville Fire Protection District and questioned the legality and transparency of granting signing authority and appointing Deputy Chief Michael O'Conor to oversee the district. Ms. Stubblefield requested clarification on improvements or efficiencies implemented since the administrative changes, including grant activity and reporting processes for taxpayers. Ms. Stubblefield also raised concerns about the placement of

former Acting Chief Dave Kuntz administrative leave.

ADDITIONS TO OR DELETIONS FROM THE AGENDA

There were no additions to or deletions from the Solano County Board of Supervisors' agenda for November 18, 2025.

APPROVAL OF THE AGENDA

On motion of Supervisor Vasquez, seconded by Chair Mashburn, the Board approved the agenda of the Solano County Board of Supervisors for November 18, 2025 as submitted. So ordered by a 5-0 vote.

PUBLIC COMMENT ON CONSENT CALENDAR

Supervisor Williams commented on Consent Calendar Item No. 8 and asked if the reason for moving from an annual audit to a biennial audit is because they are not currently utilizing the funds.

Auditor-Controller Janine Harris stated due to minimal activity in the Juvenile Trust Fund, the office is requesting to shift to a biennial audit, as an annual audit is not considered an efficient use of County resources.

Supervisor Williams requested the Auditor-Controller return to annual audits should there begin to be more activity in the Juvenile Trust fund.

Chair Mashburn invited members of the public to address the Board on items listed on the Consent Calendar. There was no public comment.

APPROVAL OF THE CONSENT CALENDAR

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

CONSENT CALENDAR

4 **25-945** Authorize the County's contribution of $1,000 from the General Fund contribution allocated to District 3 to benefit the Solano County Farm Bureau

Approved

5 **25-930** Approve the minutes of the Solano County Board of Supervisors' regular meetings of October 28, 2025 and November 4, 2025

Attachments: A - October 28, 2025 Draft Minutes
B - November 4, 2025 Draft Minutes

Approved

6 **25-931** Receive and file the Meeting Attendance Reports for the month of October 2025 from the members of the Board of Supervisors

Attachments: A - BOS Monthly Meeting Attendance Reports - October 2025
B - BOS 2025 Appointment List

Received and Filed

7 **25-947** Adopt a resolution amending the Alphabetical Listing of Classes and Salaries for the unrepresented employees of Unit 30 (Confidential Employees), Unit 62 (Senior Management Employees) and Unit 61 (Executive Management Employees) for equity adjustments; Adopt a resolution amending the Alphabetical Listing of Classes and Salaries for the unrepresented employees of Unit 30 (Confidential Employees), Unit 62 (Senior Management Employees) and Unit 61 (Executive Management Employees) for percentage wage increases; and Adopt a resolution amending the Personnel and Salary Resolution

Attachments: A - Alphabetical Listing of Classes and Salaries Resolution I
B - Alphabetical Listing of Classes and Salaries Resolution II
C - Resolution Adopting Personnel and Salary Resolution - Redlined
D - Redline of Current Personnel and Salary Resolution

Adopted

Enactment No: Resolution No. 2025-244, Resolution No. 2025-245, and Resolution No. 2025-246

8 **25-917** Accept the Compliance Audit of the Probation Department's Juvenile Trust Fund and Ward Welfare Fund; and Approve moving from an annual to a biennial audit beginning with fiscal year ending June 30, 2027

Attachments: A - Probation Juvenile Trust Fund and Juvenile Ward Welfare Fund Compliar

Accepted

9 **25-919** Accept the Solano County Treasurer's Quarterly Report for the period of July 1, 2025 through September 30, 2025

Attachments: A - Letter to the Board
B - Statement of Compliance
C - Investment Portfolio
D - Statement of Assets and Balance Sheet
E - Yield Curve
F - PARS 115 Report

Accepted

10 **25-908** Approve a first amendment with Solano County Resource Family Association for $86,747 for a total contract amount of $336,747, to provide enhanced supports and services to Solano County foster youth and their caregivers for the current period through June 30, 2026; Delegate authority to the County Administrator to execute the amendment and any subsequent amendments, with County Counsel concurrence, up to an aggregate of $74,999; and Approve a $86,747 Appropriation Transfer Request to increase appropriations and recognize the unanticipated revenue (4/5 Vote Required)

Attachments: A - Solano County Resource Family Association First Amendment
B - Link to Original Agreement

Approved

11 **25-909** Approve a second contract amendment with Seneca Family of Agencies for $236,173 for a total contract amount of $5,834,969 to provide wraparound services for the Solano County Family Urgent Response System for the current period through June 30, 2027; and Delegate authority to the County Administrator to execute the amendment and any subsequent amendments, with County Counsel concurrence, up to an aggregate of $74,999

Attachments: A - Seneca Family of Agencies Second Amendment
B - Link to Original Agreement and First Amendment

Approved

12 **25-916** Approve a three-year contract with National Court Research, effective December 1, 2025 through December 1, 2028, in the amount of $255,000 to provide service of process of legal documents, with an option for two additional years at $90,000 per year; and Delegate authority to the County Administrator to execute the contract and any subsequent amendments, with County Counsel concurrence, up to an aggregate of $74,999

Attachments: A - National Court Research Contract

13 **25-935** Adopt an ordinance amending Chapter 6.3 of the Solano County Code adopting the 2025 State of California Building Codes and local amendments

Attachments: A - 2025 Ordinance
B- Staff Report October 28, 2025

Adopted

Enactment No: Ordinance 2025-1865

14 **25-941** Approve the reappointment of Henry N. Kuechler IV as Director, Division 3 of the North Delta Water Agency to hold office until noon on December 7, 2029

Attachments: A - Appointment Letter Request
B - Notice of 2025 Election Publication

Approved

15 **25-921** Approve the reappointments of Gabriel Detar and Ross Rasmussen as Trustees of Reclamation District No. 2068 for terms to expire at noon on December 7, 2029; and Approve the reappointment of Dale Crossly, to correct an administrative error and fill the unexpired term through December 3, 2027

Attachments: A - Appointment Request Letter
B - 2023 - Appointment Request Letter

Approved

REGULAR CALENDAR

Rescheduled Consent Items

16 **25-932** Receive an update from the Solano Economic Development Corporation on the small business Revolving Loan Fund program funded with Solano County American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery Funds (SLFRF); and Consider providing direction on terms of a successor agreement for the Revolving Loan Fund program

Principal Management Analyst Megan Richards introduced the item.

Project Manager for the Solano Economic Development Corporation (EDC) Sean Quinn provided an overview of the current ARPA funded Revolving Loan Fund program and provided recommendations for taking the next steps to incorporate the lessons that have been learned during the first round of this program. Mr. Quinn further stated they have made several modifications to the loan program including implementing a temporary payment deferral process when appropriate, limiting loans to one borrower or entity controlled by a borrower, and moving $141,000 from administration costs into additional loans.

Mr. Quinn further stated they are making the following recommendations for the Revolving Loan Fund Successor Agreement: 1) reduce the maximum loan size from $125,000 to $75,000, 2) increase the monthly servicing fee paid to the lenders from $55 to $65, 3) increase the interest rate on the loans from 6% to 7%, 4) businesses must be located in Solano County and be in operation for two years, 5) limit one loan per borrower, 6) allow seasonal deferments, 7) administrative costs (staff time and lender fees) will be no more than 10% of the loan pool and will be paid from interest and if needed returned principal, and 8) the EDC will report quarterly to County on loan applications received, loans approved, payments made, administrative costs, etc.

Ms. Richards stated although a 10% cap is being recommended for the successor agreement she wanted to make the Board aware that the EDC has consistently operated this program efficiently with low administrative costs attempting to keep them around 5% including lender fees.

In response to a question from Supervisor Brown regarding if the County will receive a summary tracking the loan recipient's success following repayment of the loan, Mr. Quinn stated the EDC does follow up and have made recommendations for them to work with the Small Business Development Center.

A brief discussion was held regarding the City of Vallejo's contribution to the Revolving Loan Fund program with Mr. Quinn stating that the City of Vallejo had set their own requirements, which does not include eligibility for non-profits to apply. Ms. Richards added any of Vallejo's ARPA funds that were allocated for this program but were not utilized would be the responsibility of the City of Vallejo to pay back.

In response to a question from Supervisor Williams regarding if the funds that have been repaid to the program are still under ARPA guidelines, Ms. Richards stated the funds that are repaid are now considered general fund dollars and they no longer follow ARPA Guidelines.

In response to a question from Supervisor Williams regarding if there is a possibility to lower the requirement for businesses applying for a loan to have been operating for two years to one year, Mr. Quinn stated after speaking with the various lenders, it was decided that the two year operating requirement ensures there is a proven track record of success for the business.

In response to a question from Chair Mashburn regarding if there is a firewall between the County's Revolving Loan Fund and the City of Vallejo's Revolving Loan Fund, Mr. Quinn stated the EDC is the firewall between the two, noting that the EDC does not commingle the funds and each program has separate policies.

The Board directed staff to incorporate the following into the Successor Agreement for the Revolving Loan Fund program: 1) reduce the maximum loan size from $125,000 to $75,000 to provide loans to more businesses; 2) increase the monthly servicing fee paid to the lenders from $55 to $65; 3) increase the interest rate on the loans from 6% to 7%; 4) require businesses to be located in Solano County and be in operation for two years; 5) retain direction that there be only one loan per borrower or entities controlled by borrower to be approved at a time; 6) retain direction that loans may be deferred for seasonal businesses; and 7) administrative costs, including EDC staff time and lender fees do not exceed 10% of the total funds in the loan pool per fiscal year; and 8) require the EDC to report to the County quarterly on key metrics, including but not limited to loan applications received, loans approved, payments made by borrowers, and administrative costs.

17 **25-942** Consider introducing an ordinance amending Chapter 7.1 of the Solano County Code relating to the Local Emergency Medical Services Agency (LEMSA)

Attachments: A - (Red-lined) Ordinance
B - (Clean) Ordinance

County Counsel Bernadette Curry introduced the item and provided a brief history of the Local Emergency Medical Services Agency (LEMSA), an overview of the proposed amendments to Chapter 7.1-13 of the County Code, and the recommended actions for the Board to introduce the ordinance.

Emergency Medical Services Administrator Ben Gammon stated if the Board adopts the ordinance, the ongoing Request for Proposals (RFP) will not be affected. Mr. Gammon further stated should the County adopt the ordinance prior to awarding the RFP the County would need to submit an addendum to the State. Mr. Gammon further stated should the ordinance be adopted after the RFP is awarded, the County would have to submit to the State an addendum with the executed agreement. Mr. Gammon further stated the only other additional requirement is a minor update to the recently approved Emergency Medical Service Plan, noting that overall adoption of the ordinance requires only small administrative addendums and has no impact on the RFP.

Ms. Curry further stated should the Board approve the introduction of the ordinance, it will return on December 2, 2025, for adoption and would be effective 30 days later. Ms. Curry noted this would then require staff to submit to the RFP community an addendum notifying them of the change in authority.

Chair Mashburn invited members of the public to address the Board on this matter and the following comments were received:

A) Helen Pierson commented on the differences between the red-lined version of the ordinance and the section of the Code that was supplied in the packet. Ms. Pierson commented in support of adjusting the timing of the adoption of the ordinance so that the RFP process can be completed with no potential for disruption and also alleviate the need for the County to issue a addendum. Ms. Pierson recommended refining the language surrounding all medical service levels including Basic Life Support, Advanced Live Support and Critical Care Life Support.

In response to a question from Supervisor Williams regarding if adoption of the ordinance will cause a disruption in the RFP process due to the need to file an addendum, Mr. Gammon stated if adopted before the execution of the agreement, the County must file an addendum and if adopted after the contract is awarded, the County will need to file an amendment with the executed agreement. Additionally, Ms. Curry stated the process is the same

if the ordinance is adopted prior to or after the execution of the agreement, as an addendum or amendment is simply a notice to the public, with the timing and the document title being the only differences per State guidance. Ms. Curry noted that the Board could adjust the ordinance's effective date should it choose to move forward today but want to ensure it does not become effective prior to execution of the agreement.

Supervisor Williams commented in favor of introducing the ordinance, but extending the date of when the ordinance goes into effect.

In response to comments made by Ms. Pierson, Ms. Curry provided clarification on the ordinance revisions, noting that the packet included both the ordinance and a red-lined version of the chapter showing only the proposed changes. Ms. Curry further stated sections 10,11,14,16, and 17 remain unchanged with minor updates limited to sections 12,13, and 15, including a small wording change from "welfare" to "social services." Ms. Curry noted that concerns raised regarding section 7.1-13c reflect existing ordinance language, and the Board could choose to make additions in the future regarding the incorporation of language surrounding the type of life support being offered; however it was not part of the prior direction that was provided by the Board. Ms. Curry further stated the intent of this update was to streamline the transition of the ordinance to align with the County's designation of the County's Public Health Department as the new LEMSA.

B) Michael Coan inquired how bidders would acknowledge an addendum if the bidders have already submitted their RFP.

In response to Mr. Coan's question, Ms. Curry stated no bidder acknowledgement is required for the addendum, as proposals have already been submitted. Ms. Curry further stated the addendum is simply a public notice, and since contract terms remain unchanged aside from the LEMSA designation, no further action will be necessary.

Supervisor Vasquez made a motion to approve the staff recommended action.

Supervisor Williams made an alternate motion to approve staff recommendation modified to delay the operative date of the ordinance. Supervisor James seconded the alternate motion. The motion failed on a vote 2-3 with Supervisors Brown, Vasquez, and Chair Mashburn voting no.

On motion of Supervisor Vasquez, seconded by Supervisor Brown, the Board approved the introduction of an ordinance amending Chapter 7.1 of the Solano County Code relating to the Local Emergency Medical Services Agency by title only and waived further reading by a majority vote. So ordered by a 3-2 vote with Supervisor James and Supervisor Williams voting no.

18 **25-943** Receive an update on the status of CalFresh (federally known as the Supplemental Nutrition Assistance Program or "SNAP") benefits issuance due to the federal government shutdown

Attachments: A - Food Bank Letter to BOS 2025

Assistant Director of Health and Social Services Kelley Curtis introduced the item.

Deputy Director of Employment and Eligibility Alicia Jones provided an overview of the current status of the CalFresh program, also known by the federal name of the Supplemental Nutrition Assistance Program (SNAP) noting during the 43-day shutdown, clients were notified of potential delays in CalFresh/SNAP benefits. Ms. Jones further stated a court order on November 6, 2025 resulted in full benefits being distributed to all active participants on November 7-10, 2025. Ms. Jones noted under the signed continuing resolution, SNAP benefits will continue in full through September 30, 2026, with contingent reserves extending coverage through the end of October 2026.

In response to a question from Supervisor Williams regarding how the County should be moving forward to help its constituents that are facing food insecurity as a result of inflation, Ms. Jones stated the County's role is limited to administering state and federal benefits, but staff does support clients by providing information on local resources, including food banks and resource calendars for each city in Solano County.

Supervisor Williams commented on the ways in which the food bank sources food to be distributed and on the steps other Bay Area counties are taking to invest funding into their food banks. Supervisor Williams requested the Board consider having staff return with a presentation and discussion on how Solano County can help the most vulnerable populations that are in need.

Chair Mashburn invited members of the public to address the Board on this matter and the following comments were received:

A) Orlando Graham commented on food insecurity needs in the community and on the increase in demand.

B) Bryan Espinoza commented on food insecurity needs in the community and on the potential upcoming impacts of the changes of HR1.

C) Kim Castaneda commented on the Food Bank of Contra Costa and Solano's (Food Bank) food sourcing and distribution, noting that the Food Bank does source and purchase food outside of what the USDA and the Emergency Food Assistance Food Program (TFAP) provides including both outside food donations and cooperative purchasing. Ms. Castaneda further stated this allows the Food Bank to provide food that is culturally relevant and actually meet the needs of the communities. Ms. Castaneda further noted that there is a continued increase in need for help and encouraged the Board to consider what actions it can take to help with food insecurity in the

communities.

Supervisor Williams reiterated her request for the Board to consider placing an item dealing with food insecurity on a future agenda.

Chair Mashburn stated he agrees with Supervisor Williams request to revisit this item, but stressed the importance of not simply focusing on food insecurity, noting the County will also need to address the upcoming budget deficit for the County's public health clinics and a significant issue with homelessness. Chair Mashburn noted Solano County has a limited tax generating capacity unlike other Bay Area counties. Chair Mashburn requested that staff return with a report on the vulnerabilities faced by the County on these issues so the Board can make a reasonable decision on what to do with its limited reserves and how it will be able to replenish those reserves ahead of the next financial crisis.

Supervisor Williams commented in support of Chair Mashburn's recommended addition to her request and stated the County needs to build a coalition of County leaders. Supervisor Williams further stated she still believes hunger should be the first item to be discussed.

D) Elsa Flores commented on the increase in physicians and medical workers encountering patients that are expressing food insecurity and on the future impacts of HR 1 to health care.

E) Julia Hahn commented on food insecurity in the County and the need for the County to have a plan to help.

Supervisor James noted there are 55,000 individuals who are on some form of public assistance and many of those are suffering from food insecurity. Supervisor James commented in support of a coalition of community leaders and ensuring that the County is not being reactive but is taking a proactive approach to strategies to ensure it is meeting the residents needs before crisis levels are reached.

Chair Mashburn asked staff to explore whether the County could establish a program allowing individuals to meet HR 1 work compliance requirements through volunteer hours, ensuring the approach is legally sound and does not jeopardize federal funding.

County Administrator Ian Goldberg stated staff will return to the Board with the requested information as soon as possible, noting that completion may be delayed due to the holiday season. Mr. Goldberg noted staff is already exploring the use of the County's Volunteer program to meet the 80-hour HR 1 Work mandate. Mr. Goldberg further highlighted areas in which the County has proactively addressed food insecurity by allocating ARPA funds to the Food Bank and other nonprofit entities.

By consensus of the Board, staff was directed to return to the Board with a presentation on potential County vulnerabilities regarding food insecurity, homelessness, and budget deficits related to the County health clinics.

ITEMS FROM THE PUBLIC con't

There were no additional comments from the public.

BOARD MEMBER COMMENTS AND REPORTS ON MEETINGS

Chair Mashburn invited members of the Board to make comments or reports on meetings. The following comments were received:

A) Supervisor James commented on an upcoming Thanksgiving dinner distribution called Operation Gobble Gobble with Assemblywoman Lori Wilson and Food is Free Bay Area beginning at 10 a.m. on November 22, 2025 at the Solano County Fairgrounds.

B) Supervisor Williams commented on an additional Thanksgiving dinner distribution at Vtown Farms at 5184 Sonoma Blvd. at 10 a.m. on Saturday, November 22, 2025.

C) Chair Mashburn reminded everyone that the next Board meeting is December 2, 2025 and wished everyone a Happy Thanksgiving and reminded everyone to reach out to those that might be spending the holiday alone.

CLOSED SESSION

The Solano County Board of Supervisors recessed to Closed Session at 11:19 A.M. to discuss the following matters with no action to report:

19 **25-940** 1) CONFERENCE WITH LABOR NEGOTIATORS (Pursuant to Government Code § 54957.6): Solano County representatives: Director of Human Resources Niger Edwards, Charles Sakai, Sloan Sakai Yeung & Wong LLP, Asst. Director of Human Resources David Pak, Human Resources Manager Nick Balolong, County Administrator Ian Goldberg and Assistant County Administrator Debbie Vaughn. Employee organizations: Teamsters, Local 150 for Unit 1 (Attorneys); SEIU Local 1021 for Unit 2 (Nurses), Unit 5 (Health and Welfare Employees), Unit 7 (Regulatory, Technical and General Services Employees), Unit 8 (General Services Supervisors), Unit 9 (Clerical Employees) and Units 82, 87, 89, and 90 (Extra Help Employees); Solano County Deputy Sheriff's Association for Unit 3 (Law Enforcement Employees) and Unit 4 (Law Enforcement Supervisors); Public Employees Union, Local One for Unit 6 (Health and Welfare Supervisors) and Unit 16 (Mid-Management Employees); Stationary Engineers, Local 39 for Unit 10 (Skilled Craft and Service Maintenance Employees); Union of American Physicians and Dentists for Unit 11 (Physicians, Dentists and Psychiatrists); Solano County Probation Peace Officer Association for Unit 12 (Probation Employees) and Unit 15 (Probation Supervisors); Solano County Sheriff's Custody Association for Unit 13 (Correctional Officers); Teamsters, Local 856 for Unit 14 (Correctional Supervisors); Solano County Law Enforcement Management Association for Unit 17 (Law Enforcement Management) and

Unit 18 (Sheriff's Office Management); Professional and Technical Engineers, Local 21 for Unit 19 (Executive and Senior Management); Unit 60 Legislative Group; Unit 61 (unrepresented Executive Management Employees), Unit 62 (unrepresented Senior Management Employees) and Unit 30 (Confidential Employees)

2) CONFERENCE WITH LABOR NEGOTIATORS (Pursuant to Government Code § 54957.6) In Home Supportive Services Authority representatives: Director of Human Resources Niger Edwards, Assistant Director of Human Resources David Pak, Human Resources Manager Nicholas Balolong, County Administrator Ian Goldberg, Assistant County Administrator Debbie Vaughn: Employee organization: SEIU Local 2015

ADJOURN:

This meeting of the Solano County Board of Supervisors adjourned at 11:20 A.M. Next meeting of the Solano County Board of Supervisors will be December 2, 2025 at 9:00 A.M., Board Chambers, 675 Texas Street, Fairfield, California.

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MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

IAN GOLDBERG, Clerk
Solano County Board of Supervisors

By _____
Alicia Draves, Chief Deputy Clerk