



Local Agency Formation Commission of Napa County
Subdivision of the State of California

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We Manage Local Government Boundaries, Evaluate Municipal Services, and Protect Agriculture

Agenda Item 8c (Discussion)

TO: Local Agency Formation Commission

PREPARED BY: Brendon Freeman, Executive Officer *BF*
Dawn Mittleman Longoria, Analyst II/Interim Clerk *DML*

MEETING DATE: August 1, 2022

SUBJECT: Direction on Future Commission Meetings

RECOMMENDATION

This item is for discussion purposes only. No formal action is required as part of this item. It is recommended the Commission consider alternatives for holding future Commission meetings and provide direction to staff as appropriate.

BACKGROUND AND SUMMARY

The Commission's regular in person meeting facility is the County of Napa Board of Supervisors Chambers, located at 1195 Third Street in the City of Napa.

The Commission has been conducting teleconference only meetings since May 2020 in response the Executive Order declaring a State of Emergency by the Governor related to the COVID-19 pandemic on March 4, 2020, and consistent with Assembly Bill (AB) 361 allowing continued flexibility for public meetings following the expiration of the Governor's Executive Orders.

On April 4, 2022, the Commission discussed its preference for future meetings and requested the June 6, 2022 meeting be conducted as a hybrid combining in person and teleconference attendance options. LAFCO staff had been assured by County staff that this would be possible with some outside assistance. Following a significant rise in positive COVID-19 case rates, the Chair and staff agreed to schedule the June 6th meeting as teleconference only and include another agenda item to discuss meeting preferences.

On June 6, 2022, the Commission discussed its preference for future meetings and requested hybrid meetings as soon as possible while noting there are challenges with meeting in person or via hybrid. The Commission directed staff to work with the Chair to schedule future meetings based on public health considerations and staff capacity.

Margie Mohler, Chair
Councilmember, Town of Yountville

Mariam Aboudamous, Commissioner
Councilmember, City of American Canyon

Beth Painter, Alternate Commissioner
Councilmember, City of Napa

Brad Wagenknecht, Vice Chair
County of Napa Supervisor, 1st District

Diane Dillon, Commissioner
County of Napa Supervisor, 3rd District

Ryan Gregory, Alternate Commissioner
County of Napa Supervisor, 2nd District

Kenneth Leary, Commissioner
Representative of the General Public

Eve Kahn, Alternate Commissioner
Representative of the General Public

Brendon Freeman
Executive Officer

On July 7, 2022, staff and the Chair met with members of County staff to simulate a hybrid meeting. Based on prior communication with County staff, it was assumed LAFCO staff would be able to run a hybrid meeting with minimal assistance from County staff. However, it was quickly determined LAFCO is significantly understaffed to operate all of the technical requirements for an effective hybrid meeting. County staff mentioned that Board of Supervisors meetings require a minimum of four dedicated staff to ensure meetings are well run and that the public has an equal opportunity to participate whether attending in person or remotely. Importantly, County staff is unable to commit to providing the level of assistance needed to effectively conduct LAFCO hybrid meetings. Following this discussion, staff and the Chair considered all options and agreed the August 1, 2022 LAFCO meeting should be scheduled as a teleconference only meeting consistent with AB 361, which remains in effect as of the date of today's meeting.

ALTERNATIVES AND DISCUSSION

Staff has identified two alternatives for Commission consideration as summarized below.

1. Teleconference only meetings: The Commission has used this format since May 2020. Commissioner attendance and public engagement have remained high. There are no expenses associated with recording teleconference only meetings.
2. In person only meetings: This format involves a \$150 per hour expense for Napa Valley TV to video record the meeting and operate the audio-visual system in the Board of Supervisors Chambers.

Staff recommends the Commission discuss the alternatives listed above and consider providing direction to staff with respect to scheduling future Commission meetings. The next Commission meeting is scheduled for Monday, October 3, 2022.

ATTACHMENTS

None