

EL DORADO LAFCO

LOCAL AGENCY FORMATION COMMISSION

MINUTES OF AUGUST 25, 2021

STATE OF CALIFORNIA, COUNTY OF EL DORADO

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The special meeting of the Local Agency Formation Commission held on August 25, 2021 was called to order at 5:30 p.m. by Vice Chair Hidahl by video and teleconference, pursuant to California Governor's Executive Order N-29-20, issued on March 17, 2020, with no physical location available. Members of the public were able to access and participate in the meeting by joining the Zoom webinar at <https://us02web.zoom.us/j/81623725469?pwd=bWFaR3RSVlozN0FsL3JwK0tYUEIvQT09> or by telephone at 1-669-900-9128, referencing Webinar ID: 816 2372 5469 and entering passcode 841736.

Regular Members present were: City Members Cody Bass and Jackie Neau, County Members John Hidahl and Wendy Thomas, District Member Brian Veerkamp and Public Member Michael Powell. Others present were: Alternate District Member Michael Saunders, Alternate Public Member Holly Morrison, Interim Executive Officer Erica Sanchez, and LAFCO Counsel Malathy Subramanian.

Prior to roll call, pursuant to California Government Code Section 54953, Vice Chair Hidahl made clear for the record of the meeting that members of the Commission would be participating in the meeting by teleconference. In accordance with the Brown Act and Executive Order N-29-20, the teleconference phone number for public participation had been identified in the public notice and agenda for the meeting.

Vice Chair Hidahl asked staff to briefly go through some special procedures required by the Brown Act, including the following statements regarding changes to the meeting procedures due to the COVID-19 pandemic. Staff confirmed:

- There was no physical location for this meeting; the meeting was by virtual teleconference only, consistent with the Governor's Executive Order N-29-20.
- Commissioners would join the meeting via Zoom video conference and all actions would be taken by roll call vote.
- Members of the public had access to the meeting via Freeconferencecall.com and could listen to the meeting live by phone. The phone number and access to the meeting was provided on the meeting agenda.
- Members of the public wishing to make a comment on an item should notify the Executive Officer, who would take down their name and introduce them at the appropriate time. Once called, the member of the public should identify themselves by their name.

2. ROLL CALL

VOTING MEMBERS:

Bass, Neau, Powell, Saunders, Thomas, Veerkamp, and Hidahl.

3. ADOPTION OF AGENDA

MOTION

Commissioner Veerkamp moved to adopt the Agenda, second by Commissioner Thomas.

ACTION

The motion was approved by the following vote:

AYES: Bass, Neau, Powell, Saunders, Thomas, Veerkamp, Hidahl
NOES: None
ABSTAIN: None
ABSENT: None

4. CONSENT CALENDAR

- A. MINUTES OF THE MEETING OF JULY 28, 2021
- B. REVIEW OF CLAIMS
- C. RESOLUTION OF APPRECIATION FOR TIM PALMER

Commissioner Hidahl recommended Item 4C be pulled to be read for the public record and approved separately.

MOTION #1

Commissioner Neau moved to adopt Items 4A and 4B of the consent calendar, second by Commissioner Saunders.

ACTION #1

The motion was approved by the following vote:

AYES: Bass, Neau, Powell, Saunders, Thomas, Veerkamp, Hidahl
NOES: None
ABSTAIN: None
ABSENT: None

Commissioner Hidahl read aloud Item 4C Resolution L-2021-14, resolution of appreciation for Tim Palmer.

MOTION #2

Commissioner Veerkamp moved to adopt Item 4C of the consent calendar, second by Commissioner Neau.

ACTION #2

The motion was approved by the following vote:

AYES: Bass, Neau, Powell, Saunders, Thomas, Veerkamp, Hidahl
NOES: None
ABSTAIN: None
ABSENT: None

5. PUBLIC FORUM/PUBLIC COMMENT

Vice Chair Hidahl opened the public forum and asked staff if there were any speakers on this item. Staff confirmed no member of the public requested to address the Commission on this item.

6. RE-ELECTION OF LAFCO OFFICERS FOR 2021

Vice Chair Hidahl opened the public forum and asked staff if there were any speakers on this item. Staff confirmed no member of the public requested to address the Commission on this item.

MOTION #1

Commissioner Thomas moved to nominate Vice Chair Hidahl to serve as LAFCO Chair for the remainder of 2021, second by Commissioner Veerkamp.

ACTION #1

The motion was approved by the following vote:

AYES: Bass, Neau, Powell, Saunders, Thomas, Veerkamp, Hidahl

NOES: None

ABSTAIN: None

ABSENT: None

MOTION #2

Commissioner Thomas moved to nominate Commissioner Veerkamp to serve as LAFCO Vice Chair for the remainder of 2021, second by Commissioner Neau.

ACTION #2

The motion was approved by the following vote:

AYES: Bass, Neau, Powell, Saunders, Thomas, Veerkamp, Hidahl

NOES: None

ABSTAIN: None

ABSENT: None

MOTION #3

Commissioner Thomas moved to nominate Commissioner Neau to serve as the third LAFCO signator for the remainder of 2021, second by Commissioner Bass.

ACTION #3

The motion was approved by the following vote:

AYES: Bass, Neau, Powell, Saunders, Thomas, Veerkamp, Hidahl

NOES: None

ABSTAIN: None

ABSENT: None

7. RECEIVE AND CONSIDER INFORMATION ON THE CALAFCO CONFERENCE AND BOARD OF DIRECTORS NOMINATIONS, AND CONSIDER DESIGNATION OF AN ATTENDEE AND VOTING DELEGATE FOR THE CALAFCO CONFERENCE AND BOARD OF DIRECTORS ELECTION

Ms. Sanchez reviewed the staff report with the recommendation that the Commission receive information regarding the 2021 CALAFCO Conference and CALAFCO Board of Directors nominations for the Central Region City and Public members and provide direction to staff on conference attendees and board nominations.

Chair Hidahl opened the public forum and asked staff if there were any speakers on this item. Staff confirmed no member of the public requested to address the Commission on this item.

No Commission action was taken. Staff was directed to request an electronic absentee ballot for the October 2021 CALAFCO Board of Directors elections.

8. DISCUSSION AND CONSIDERATION OF AMENDING POLICY AND GUIDELINES SECTION 1.3.2 REGARDING ALTERNATE COMMISSIONERS AND ATTENDANCE IN CLOSED SESSION

LAFCO Counsel Mala Subramanian reviewed the staff report and recommended the Commission discuss and consider amending Policy and Guidelines Section 1.3.2 regarding Alternate Commissioners and attendance in closed session. Options included:

- 1) Keep the Policy as is and allow Alternate LAFCO Commissioners to participate in closed session on the invitation of the Commission on a case by case basis; or
- 2) Amend the Policy to allow Alternate LAFCO Commissioners to participate in all closed sessions to allow for meaningful participation, as follows: "An Alternate Commissioner may participate in closed session. However, Alternate Commissioners may not vote or make a motion in closed session when the regular member(s) is (are) present."

Chair Hidaahl opened the public forum and asked staff if there were any speakers on this item.

Tim White, President of the El Dorado Hills County Water District, addressed the Commission regarding Policy and Guidelines Appendix X: Code of Ethics and his support for alternate members to attend and participate in closed session, consistent with Option #2.

MOTION

Commissioner Powell moved approve Option #2 to amend Policy 1.3.2 as recommended by Counsel Option to allow Alternate Commissioners to participate in closed session, second by Commissioner Thomas.

ACTION

The motion was approved by the following vote:

AYES: Bass, Neau, Powell, Saunders, Thomas, Veerkamp, Hidaahl
NOES: None
ABSTAIN: None
ABSENT: None

9. DESIGNATE TWO COMMISSIONERS TO SERVE ON THE AD HOC FIRE MSR REVIEW COMMITTEE

Ms. Sanchez reviewed the staff report and recommended that the Commission designate two Commissioners to service on an ad hoc review committee for the Fire MSR.

Chair Hidaahl opened the public forum and asked staff if there were any speakers on this item.

Chief Maurice "Mo" Johnson, Fire Chief of the El Dorado Hills County Water District and Rescue Fire Protection District, addressed the Commission on the topic of the fire districts being engaged in the MSR process and not difficult to work with.

MOTION

Commissioner Veerkamp moved Commissioners Neau, Powell and Veerkamp to serve on the ad hoc Fire MSR committee, second by Commissioner Bass.

ACTION

The motion was approved by the following vote:

AYES: Bass, Neau, Powell, Saunders, Thomas, Veerkamp, Hidaahl
NOES: None
ABSTAIN: None
ABSENT: None

10. CONSIDER UPDATING THE COMPOSITION OF THE AD HOC EXECUTIVE OFFICER RECRUITMENT COMMITTEE

Chair Hidahl summarized the item and received input from the rest of the Commission regarding adding another Commissioner to the Executive Officer ad hoc committee to replace former member Tim Palmer.

Chair Hidahl opened the public forum and asked staff if there were any speakers on this item. Staff confirmed no member of the public requested to address the Commission on this item.

MOTION

Commissioner Thomas moved to appoint Commissioner Saunders to serve on the Executive Officer Ad Hoc Committee, second by Commissioner Veerkamp.

ACTION

The motion was approved by the following vote:

AYES: Bass, Neau, Powell, Saunders, Thomas, Veerkamp, Hidahl
NOES: None
ABSTAIN: None
ABSENT: None

11. CONSIDER ADOPTION OF RECOMMENDATIONS FROM EXECUTIVE OFFICER AD HOC COMMITTEE REGARDING RECRUITMENT PROCESS OF EXECUTIVE OFFICER, ISSUANCE OF RECRUITMENT BROCHURE INCLUDING EXECUTIVE OFFICER DESCRIPTION, SALARY AND BENEFITS, AND AUTHORIZATION TO CONTRACT WITH A RECRUITMENT FIRM FOR THE EXECUTIVE OFFICER

Chair Hidahl updated the Commission on the work of the Executive Officer Ad Hoc Committee, including a draft Executive Officer job description for review and approval, and authorization to contract with a recruitment firm for the Executive Officer position.

Chair Hidahl summarized the recommendations from the EO ad hoc committee regarding the Executive Officer job description and received input from the rest of the Commission.

Chair Hidahl opened the public forum and asked staff if there were any speakers on this item. Staff confirmed no member of the public requested to address the Commission on this item.

MOTION #1

Commissioner Bass moved to approve the Executive Officer job description as recommended by the Executive Officer Ad Hoc Committee, second by Commissioner Hidahl.

ACTION #1

The motion was approved by the following vote:

AYES: Bass, Neau, Powell, Saunders, Thomas, Veerkamp, Hidahl
NOES: None
ABSTAIN: None
ABSENT: None

Chair Hidahl and Commissioner Bass summarized the recommendation of the EO ad hoc committee to pursue a professional recruiting firm to fill the Executive Officer position and received input from the rest of the Commission.

Commissioners Bass, Saunders, and Morrison shared their recent experiences with recruiting firms and offered to provide contact information to staff, to forward to the EO ad hoc committee.

Chair Hidahl opened the public forum and asked staff if there were any speakers on this item. Staff confirmed no member of the public requested to address the Commission on this item.

MOTION #2

Commissioner Veerkamp moved to authorize the Executive Officer ad hoc committee to send out a request for quotations for Executive Officer recruitment services, and to potentially contract with such a firm for a not to exceed amount of \$15,000, second by Commissioner Bass.

ACTION #2

The motion was approved by the following vote:

AYES: Bass, Neau, Powell, Saunders, Thomas, Veerkamp, Hidahl

NOES: None

ABSTAIN: None

ABSENT: None

12. CONSIDER PURSUING A CONTRACT WITH AN OUTSIDE AGENCY/INDIVIDUAL TO PROVIDE SUPPORT SERVICES WHEN NEEDED/REQUESTED TO ENSURE THE EFFECTIVE AND TIMELY CONTINUITY OF LAFCO OPERATIONS UNTIL ADDITIONAL STAFF HAVE BEEN SUCCESSFULLY RECRUITED AND TRAINED

Chair Hidahl summarized the item and received input from the rest of the Commission regarding a contract for services with an outside agency or individual to provide staff support services on an emergency or as needed basis.

Chair Hidahl opened the public forum and asked staff if there were any speakers on this item. Staff confirmed no member of the public requested to address the Commission on this item.

No Commission action was taken. Staff was directed to identify “emergency back-up” and “moving forward” services, and to bring back two itemized lists in September for Commission consideration.

13. OTHER BUSINESS

- A. LEGISLATION
- B. COMMISSIONER ANNOUNCEMENTS
- C. COUNSEL REPORT
- D. EXECUTIVE OFFICER REPORT

Under Item 13B, Commissioner Powell summarized a letter addressed to the Commission in response to the July 28 letter from Commissioners Thomas and Neau requesting his removal as the Public Member. The letter was not part of the agenda, but will be agendaized for a future meeting and will be available to the public upon request.

14. ADJOURNMENT

Chair Hidahl adjourned the meeting at approximately 8:07 PM.

The next regularly scheduled LAFCO meeting will be September 22, 2021.

**APPROVED BY THE COMMISSION
AUTHENTICATED AND CERTIFIED**

Interim Executive Officer

Chairperson

DRAFT