



BOARD MEETING AGENDA

March 18, 2021 | 10:00 a.m. - 12:00 p.m.

REMOTE ACCESS ONLY MEETING

By Video: <https://us02web.zoom.us/j/83269256318?pwd=Q3o0Z0Y4eVdjajVLU1JBc01HWUJ1Zz09>

By Phone: Dial In: 1 (669) 900-9128 | Meeting ID: 832 692 56318 | Password: 815290

*****GOVERNOR'S EXECUTIVE ORDER N-25-20*****

*****GOVERNOR'S EXECUTIVE ORDER N-29-20*****

****RE CORONAVIRUS COVID-19****

DUE TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29-20 WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE BROWN ACT, AND THE ORDER OF THE HEALTH OFFICER OF THE COUNTY OF SONOMA TO SHELTER IN PLACE TO MINIMIZE THE SPREAD OF COVID-19, MEMBERS OF THE BOARD OF DIRECTORS WILL BE PARTICIPATING BY TELECONFERENCE INTO THE BOARD OF DIRECTORS MEETING FOR MARCH 18, 2021.

Should you want to submit public comment, do so by email before the Board Meeting is called to order. Please state the agenda item number that you are commenting on and limit written comments to three hundred (300) words or less. Comments can be sent to calvin.sandeen@sonoma-county.org. Written comments received prior to the meeting you wish to comment on will be read into the record.

1) CALL TO ORDER at: 10:03

- 2) ROLL CALL: Present:** Sonoma: Jeff Kelly, Mike Nichols, Lisa Badenfort (late), Mendocino: Jon Frech, Mary Anne Petrillo, Board Appointed: Paul Castro (late)

Absent: Robin Bartholow

Staff Present: Sonoma EDB: Calvin Sandeen, Ethan Brown, Rebekah Heinz, Bradley Johnson, Mendocino: Diann Simmons

3) OPEN TIME FOR PUBLIC EXPRESSION

This is an opportunity for any member of the public to briefly address the Board on any matter that does not appear on this agenda and is restricted to matters within the Board's jurisdiction. Items that appear to warrant a more-lengthy presentation or Board consideration may be placed on the agenda for discussion at a future meeting. Please limit comments to three hundred (300) words.

None present

4) AGENDA ADJUSTMENTS – DISCUSSION/ACTION

Sandeen: Item 10 - Board Bio Presentations: Presenters Robin Bartholow and Paul Castro are both absent

5) STATEMENT OF CONFLICT OF INTEREST

This is the time for the Board of Directors to indicate any statements of conflict of interest for any item listed on this agenda.



Nichols: Per Item 8 - Legal Counsel Letter of Engagement: Nichols uses the same firm as his personal counsel. He conferred with them and they responded that because this is a voluntary position there is not a conflict of interest per his personal trust and as a member of the SMEDD board.

Paul Castro joined the meeting

6) CONSENT ITEMS – DISCUSSION/ACTION (5 min)

- Approval of February 18, 2021 Board Meeting Minutes

Motion by: Jeff Kelly to approve the February 18, 2021 Board meeting minutes

Seconded by: Mary Anne Petrillo

Public Comment: None

Roll-call: Mary Anne Petrillo yes, Jon Frech yes, Mike Nichols yes, Jeff Kelly yes, Paul Castro yes

Vote: 5-0-0

7) FINANCIAL REPORT – DISCUSSION/ACTION (15 min)

- **Monthly Financial Report:** *The District's Fiscal Analyst will provide a monthly financial report to the Board.*
- **SMEDD Expenditures Approval:** *The Board will vote on approving the transfer of SMEDD funds to the County of Sonoma to reimburse for January – February 2021 administrative and fiscal services.*

Heinz: There were no changes for February as there were no transactions, the same as January. The auditor updated our budget for the year, including the new EDA grant. We are asking for an approval of an expense for January and February for the time for Calvin and Rebekah. The total cost paid by Sonoma County was \$18,108.55. The County of Sonoma gives a 50% in-kind match that brings to total request to SMEDD for reimbursement of \$9,054.28. This will be shown in the financial statement for next month.

Motion by: Jeff Kelly to approve the budget report

Seconded by: Paul Castro

Public Comment: None

Roll-call: Mary Anne Petrillo yes, Jon Frech yes, Mike Nichols yes, Jeff Kelly yes, Paul Castro yes

Vote: 5-0-0

8) LEGAL COUNSEL LETTER OF ENGAGEMENT

The Board will vote on authorizing the Chair of the Board to sign an engagement letter with Friedemann, Goldberg, Wargo, Hess LLP to provide legal services to SMEDD.

Heinz: The letter is a standard agreement for purposes of representation, on an as needed basis. The purpose is to complete all of the legal requirements to get the Joint Powers Agreement up to speed. Sonoma County will provide the \$1,500 funding for those services, not from the grant. Any future funding for future services will come from Sonoma County, along with anticipated in-kind services provided by Mendocino County.

Discussion: The initial review of the JPA in the letter is for the firm to understand the JPA and what steps to take. There will not be any changes to the JPA during this process.



Motion by: Mary Anne Petrillo to approve the engagement letter to Friedemann, Goldberg, Wargo, Hess LLP for legal services

Seconded by: Jon Frech

Public Comment: None

Roll-call: Mary Anne Petrillo yes, Jon Frech yes, Mike Nichols yes, Jeff Kelly yes, Paul Castro yes

Vote: 5-0-0

9) 2021 COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDs) UPDATE - DISCUSSION (15 min)

The project managers will provide an update to the Board on the 2021 CEDs project.

Johnson: The Ad Hoc Committee has selected a consultant, out of 11 applicants. A point system was used for the selection process, with another firm very close. Staff is drafting a general service agreement that will be signed by the Sonoma County purchasing agent and county counsel, then an announcement will go out to all the applicants. Until this is completed, the choice is under confidentiality. The turn-around process should be quick with work starting soon.

Brown: Sonoma County is creating an MOU between SMEDD and the County per legal representation, which will have to be completed before the contract can be signed.

10) BOARD MEMBER BIOGRAPHY PRESENTATIONS – DISCUSSION (20 min)

Board members Robin Bartholow and Paul Castro will present a biography on themselves to the Board.

Robin Bartholow is not present.

Paul Castro: Last August Paul celebrated 50 years living in CA. In 1970, as a 12 year old, he crossed the Mexican border illegally, with his brothers. They followed his mother who came in 1966, trying to find a life out of extreme poverty for her two sons. She was able to secure legal residency. In his 30 years of work with California Human Development, he has been able to focus on creating opportunities for other immigrants, to make decisions for themselves and families. He sees adults who came as young people who are now professionals and business owners. As he looks at what he can bring to the table to help the group make decisions for the betterment of the community, he will bring his experience and perspective in how we look at resources, become inclusive and creative and how we can get from the top down to the weeds where people are at to have an impact on that.

11) DISASTER WORKFORCE AND SITE IDENTIFICATION COMMITTEE UPDATE – DISCUSSION (15 min)

The Disaster Workforce and Site Identification Ad Hoc Committee will discuss opportunities for the District to increase collaboration with Counties and other entities to utilize available funds from the U.S. Department of Labor to support displaced workers from COVID-19 or disasters with temporary employment.

Castro: The committee has not met yet. In Sonoma County he's made efforts to contact people on Mill Creek Rd., along with Circuit Riders and CalFire, for potential sites. He hasn't gotten responses from local fire districts, which Nichols will help with. Brown will help make a connection to Public Works. Simmons connected Castro to the ED of the Mendocino Fire Safe Council, which can lead to more contacts.

12) SUGGESTED AGENDA ITEMS FOR NEXT BOARD MEETING – DISCUSSION



- Board Retreat – will wait until new Mendocino members join before scheduling
- Budget Committee Report – Heinz will help schedule that meeting
- CEDS consultant introduction; if scope available present also; board questions (25 minutes)
- Board Bios – Frech and Bartholow

Discussed creating a group to discuss vocational training – how to enhance the current training center in Santa Rosa; participants Castro, Petrillo, Bartholow with Petrillo bringing additional people to the table.

Lisa Badenfort joined the meeting; appreciates the work being done.

13) MEETING ADJOURNMENT – ACTION

Motion by: Jeff Kelly to adjourn

Seconded by: Paul Castro

Public Comment: None

Roll-call: Mary Anne Petrillo yes, Jon Frech yes, Mike Nichols yes, Jeff Kelly yes, Paul Castro yes, Lisa Badenfort yes

Vote: 6-0-0

ADJOURN at 10:58

SMEDD BOARD PACKET ATTACHMENTS

- A. JANUARY 2021 SMEDD BOARD MEETING MINUTES**
- B. JANUARY 2021 SMEDD FINANCIAL REPORT**