



CONTRA COSTA COUNTY

AGENDA

Internal Operations Committee

Supervisor Diane Burgis, Chair

Supervisor Candace Andersen, Vice Chair

<https://cccounty-us.zoom.us/j/85280600959>

Call In: 888-278-0254 Conference code: 845965

Monday, December 9, 2024

11:00 AM

**309 Diablo Rd, Danville
3361 Walnut Blvd, Suite 140, Brentwood
<https://cccounty-us.zoom.us/j/85280600959>**

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Call In: 888-278-0254

Conference code: 845965

The public may attend this meeting in person at either above location. The public may also attend this meeting remotely via Zoom or call-in.

Agenda Items: Items may be taken out of order based on the business of the day and preference of the Committee.

1. Call to Order
2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two (2) minutes).
3. RECEIVE and APPROVE the Record of Action for the November 14, 2024 [24-4200](#)
Special Internal Operations Committee meeting. (Julie Enea, County Administrator's Office)

Attachments: [DRAFT IOC Record of Action 11-14-24](#)

4. CONSIDER recommending to the Board of Supervisors the appointment of Steven Piser to the Member of the Bar seat on the Public Law Library Board of Trustees for the one-year term of January 1 through December 31, 2025. (Julie Enea, County Administrator's Office) [24-4201](#)

Attachments: [Public Law Library Board of Trustees News Release 10-28-24](#)
[Steven Piser_LL_11-20-24_Redacted](#)
[Steven Piser Biography](#)

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5. CONSIDER recommending the reappointment of Chris Cowen to the At Large 2 seat and Darryl Young to the At Large 3 seat on the Mosquito & Vector Control District Board of Trustees to new four-year terms ending on January 1, 2029. (Julie Enea, County Administrator's Office) [24-4202](#)
- Attachments:** [MOSQUITO VECTOR PRESS PUBLICATION 2024 CORRECTED](#)
[Cowen, Chris \(MVCD\) 11-22-24_Redacted](#)
[Young, Darryl \(MVCD\) 11-20-24](#)
6. INTERVIEW applicants for the Board of Supervisors Appointee seat on the East Bay Regional Parks District Park Advisory Committee for the two-year term of January 1, 2025 through December 31, 2026 and DETERMINE recommendation to the Board of Supervisors for appointment. (Julie Enea, County Administrator's Office) [24-4203](#)
- Attachments:** [PRESS PUBLICATION EAST BAY REGIONAL PARKS DISTRICT PARK ADV CTE 2024](#)
[Detjens, Paul \(EBRPD\) 11-21-24](#)
[DiPrisco, Mario \(EBRPD\) 10-28-24](#)
[Dunivan, Earl \(EBRPD\) 09-18-24](#)
[Fernandez, Roland \(EBRPD\) 01-25-24](#)
[Henry, John \(EBRPD\) 10-28-24](#)
[Iyall, Dakota \(EBRPD\) 11-01-24](#)
[Lehn, Angela \(EBRPD\) 11-05-24](#)
[Meza, Monica \(EBRPD\) 10-29-24](#)
[Reisman, Shane \(EBRPD\) 11-22-24](#)
7. RECEIVE presentation on policy revisions to Administrative Bulletin 400 Position Management and Adjustments, formerly entitled Position Adjustments and CONSIDER providing direction to staff on any changes. (Enid Mendoza, County Administrator's Office) [24-4204](#)
- Attachments:** [Attachment A - Current Admin Bulletin 400](#)
[Attachment B - DRAFT AB 400 Revised Dec 2024 IOC](#)
[Attachment C - Summary of ALL Department Comment Submission Forms - Admin Bulletin 400](#)
[Attachment D - AB 400 CAO presentation to IOC rev2](#)
8. REVIEW the Committee's work for 2024 and identify issues to be referred to the 2025 Internal Operations Committee. (Julie Enea, County Administrator's Office) [24-4205](#)
- Attachments:** [DRAFT 2024 Year End IOC Report](#)
[2024 Year End IOC Report Out Listings](#)

No additional meetings are scheduled for the 2024 Internal Operations Committee.

Adjourn

General Information

This meeting provides reasonable accommodations for persons with disabilities planning to attend a the meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 1025 Escobar St., 4th Floor, Martinez, during normal business hours. Staff reports related to items on the agenda are also accessible on line at www.co.contra-costa.ca.us.

HOW TO PROVIDE PUBLIC COMMENT:

Persons who wish to address the Committee during public comment on matters within the jurisdiction of the Committee that are not on the agenda, or who wish to comment with respect to an item on the agenda, may comment in person, via Zoom, or via call-in. Those participating in person should offer comments when invited by the Committee Chair. Those participating via Zoom should indicate they wish to speak by using the “raise your hand” feature in the Zoom app. Those calling in should indicate they wish to speak by pushing *9 on their phones.

Public comments generally will be limited to two (2) minutes per speaker. In the interest of facilitating the business of the Board Committee, the total amount of time that a member of the public may use in addressing the Board Committee on all agenda items is 10 minutes. Your patience is appreciated.

Public comments may also be submitted to Committee staff before the meeting by email or by voicemail. Comments submitted by email or voicemail will be included in the record of the meeting but will not be read or played aloud during the meeting.

For Additional Information Contact: