



# CONTRA COSTA COUNTY

## Committee Meeting Minutes - Final

### Internal Operations Committee

Supervisor Diane Burgis, Chair  
Supervisor Candace Andersen, Vice Chair

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Monday, March 23, 2026

10:30 AM 361 Walnut Blvd, Suite 140, Brentwood | 309  
Diablo Rd, Danville |  
<https://cccounty-us.zoom.us/j/82684138983>  
Call in: (855) 758-1310, Conference code: 826  
8413 8983

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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. Introductions

*Chair Burgis called the meeting to order at 10:30am. In attendance were Carol Mascali, Alicia Nuchols, Jill Ray, District 3 - Brentwood, Joe Yee, Lauren Weston, Peter Karumbi, Ricky Williams, Sandi Bewley, Belinda Zhu, Jessica Shepard, Kevin Mone, Ronda Bolar, Tim Kraus, Tuere Anderson, Monica Nino, Charles Kreling, GrandJury User 5, Diana Oyler, Mari Beraz, and Larry Fernandes.*

**Present:** District III Supervisor Diane Burgis and District II Supervisor Candace Andersen

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 February 17, 2026 Internal Operations Committee meeting. (Diana Oyler, County Administrator's Office)

**Attachments:** [DRAFT IOC ROA 2-17-26](#)

**Aye:** Chair Diane Burgis and Vice Chair Candace Andersen

**Result:** Passed

4. CONSIDER approving the revised proposed 2026 Committee meeting schedule or Provide direction to staff regarding any changes thereto. (Diana Oyler, County Administrator's Office)

**Attachments:** [Attachment A 2026 DISCUSSION SCHEDULE](#)

**Aye:** Chair Diane Burgis and Vice Chair Candace Andersen

**Result:** Passed

5. CONSIDER accepting the 2024/25 annual report from the Public Works Director on the

Fleet Internal Services Fund, status of the County's Vehicle Fleet, and recommendations for the disposition of low-mileage vehicles. (Ricky Williams, Public Works Department)

**Attachments:** [Fleet ISF FY 2024-25 Report](#)

*Fleet Services Manager, Ricky Williams, added to his written report that Fleet Services identified 36 vehicles that technically met the low-mileage criteria of 3,000 miles/year but 17 received justifications. Of the remaining vehicles, 7 were reassigned, and 4 were earmarked for replacement.*

**Aye:** Chair Diane Burgis and Vice Chair Candace Andersen

**Result:** Passed

6. CONSIDER accepting report on the Auditor-Controller's audit activities for 2025 and approving the proposed schedule of financial audits for 2026. (Sandra Bewley, Auditor-Controller's Office)

**Attachments:** [Schedule of Internal Audit Examinations](#)  
[IOC Internal Audit Memo](#)

*The Committee discussed opportunities to further strengthen compliance practices including Auditor-Controller's follow-up procedures, corrective action plans, and procurement card training and manual available to staff.*

**Aye:** Chair Diane Burgis and Vice Chair Candace Andersen

**Result:** Passed

7. CONSIDER recommending to the Board of Supervisors the reappointment of Joseph Doser and the appointment of Kevin Mone to the Local Enforcement Agency Independent Hearing Panel to terms that will expire on March 31, 2030, and PROVIDE direction to staff on filling the remaining vacant seat. (Diana Oyler, County Administrator's Office)

**Attachments:** [Recruitment for the Solid Waste Local Enforcement Independent Hearing Panel](#)  
[Local Enforcement Roster March 2026](#)  
[Doser, Joseph \(LEAIHP\) 01-13-26 \[D5\] Redacted](#)  
[Mone, Kevin \(LEAIHP\) 02-15-26 \[D2\] Redacted](#)

*The Committee recommended reappointing Joseph Doser, and appointing Kevin Mone and Chair Burgis to the committee.*

**Aye:** Chair Diane Burgis and Vice Chair Candace Andersen

**Result:** Passed

8. INTERVIEW applicants for the Board of Supervisors Representative Alternate, Public 1, and Public 2 seats on the Treasury Oversight Committee and DETERMINE recommendations for the Board of Supervisors consideration. (Dan Mierzwa, Treasurer-Tax Collector)

**Attachments:** [County's Treasury Oversight Committee News Release](#)  
[TOC Application\\_Beraz, Mari\\_02-26-26 \[D3\] Redacted](#)  
[TOC Application\\_Fernandes, Larry\\_01-22-26 Redacted](#)  
[TOC Application\\_Kennedy, Edward\\_02-20-26 \[D4\] Redacted](#)  
[TOC Application\\_Kreling, Charles\\_02-25-26 \[D4\] Redacted](#)  
[TOC Application\\_Reigle, Dennis\\_02-24-26 Redacted](#)

[TOC Roster - IOC Appointments March 2026](#)

*The Committee interviewed Charles Kreling, Mari Beraz, and Larry Fernandes. Applicants Edward Kennedy and Dennis Reigle were not able to attend. The Committee recommended the reappoint of Dennis Reigle, Larry Fernandes, and Mari Beraz.*

**Aye:** Chair Diane Burgis and Vice Chair Candace Andersen

**Result:** Passed

The next meeting is currently scheduled for May 26, 2026.

*The Committee confirmed the next meeting date.*

Adjourn

*Chair Burgis adjourned the meeting at 11:25am.*

#### 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](http://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: Diana Oyler, Senior Deputy County Administrator, (925) 655-2075, [Diana.Oyler@cao.cccounty.us](mailto:Diana.Oyler@cao.cccounty.us)