



# Meeting Minutes

## Napa County Housing Element Advisory Committee

Joelle Gallagher	Terry Scott ( <i>Chair</i> )	David Morrison, Secretary-Director
Megan Dameron	Keri Akemi-Hernandez ( <i>Vice-Chair</i> )	Silva Darbinian, Committee Counsel
Anne Cottrell ( <i>Alternate</i> )	Teresa Zimny	Trevor Hawkes, Planner III
Kellie Anderson	Mike Swanton	Alexandria Quackenbush, Committee Clerk
Tom Gamble	Heather Stanton	
Ron Rhyno	Jenna Bolyarde	

**Tuesday April 20, 2022**

**9:00 AM**

**Virtual Meeting**

1. **CALL TO ORDER; ROLL CALL (Video timestamp 00:00:17)**  
Committee Members Present: Megan Dameron, Kellie Anderson, Tom Gamble, Teresa Zimny, Mike Swanton, Terry Scott, Joelle Gallagher,(arrived after Item 3), Ron Rhyno (arrived after Item 4). Keri Akemi-Hernandez (left during Item 7B), Heather Stanton (left during Item 7B).  
Committee Members Not Present: Jenna Bolyarde.  
Staff Present: David Morrison, Trevor Hawkes, Alexandria Quackenbush, Robert Mone.
  
2. **PLEDGE OF ALLEGIANCE (Video timestamp 00:02:09)**  
 Chairperson Scott led the salute to the flag.
  
3. **CITIZEN COMMENTS AND RECOMMENDATIONS (Video timestamp 00:02:40)**  
**Public comment:** Ryan O’Connell, Marcus Helmer, Esbeidy Pina.
  
4. **APPROVAL OF MINUTES (Video timestamp 00:05:14)**  
 The Clerk of the Committee request approval of Minutes for the meetings held on: March 15, 2022.

Committee Members voted to approve minutes for the meetings held on March 15, 2022

JG	MD	KA	TG	RR	TS	KA-H	TZ	MS	HS	JB
Y	Y	Y	Y	X	Y	Y	2 <sup>nd</sup>	1 <sup>st</sup>	Y	X

**5. AGENDA REVIEW / MEETING OVERVIEW (Video timestamp 00:03:10 and again at 00:06:25)**

Trevor Hawkes provided the review and summary of the documents attached to the agenda packet for further discussion under Agenda Item #7 Business Items.

A request was made by members and the public on the need for translation services at HEAC meetings, as well as comments regarding the timing of future meetings and services provided for those meetings (request for evening meetings).

**Member Comments:** Committee Member Stanton, Member Scott, Member Anderson, Member Akemi-Hernandez, Member Gallagher, Trevor Hawkes, and Director Morrison.

**6. DISCLOSURES (Video timestamp 00:19:45)**

None.

**7. BUSINESS ITEMS**

**A. HEAC Feedback on Housing Needs Assessment/ AFH documents provided previously – Discussion and Advisory Item (Video timestamp 00:20:05 and later discussed at Video Timestamp 02:11:20 due to technical issues)**

County Planner Trevor Hawkes provided a summary of this item and requested that committee members use this time as a period to discuss the draft HNA and AFH supporting documents attached to the agenda. BAE Consultant Matt Kowta provided a summary of the feedback received on the two documents (HNA and AFH) with the focus on member comments submitted prior to the meeting which addressed the following:

- Review current and future areas of proposed annexation by LAFCO. Including Browns Valley areas and other County islands.
- Demographic statistics
- Opportunity areas and low resource areas
- Information related to CalEnviroScreen data
- Displacement issues related to mobile home parks
- Proximity to services and amenities

**Member Comments:** Member Anderson, Director Morrison, Member Stanton, Chairperson Scott, Member Gamble, Member Zimny, and Member Akemi-Hernandez.

**Public comment:** Esbeidy Pina (via chat).

**B. Summary of the Sites Inventory – Discussion and Advisory Item (Video timestamp 00:43:00)**

ESA Consultant Hillary Gitelman provided a status update and summary of the Housing Element update process for the inventory of possible sites to accommodate housing for the planning period. The update summarized the status of the RHNA transfer process as well as the update on the sites analysis since the last HEAC meeting on March 15, 2022. Hillary provided the context for the sites inventory analysis and the process taken to evaluate sites for inclusion in the sites inventory to accommodate the County's updated RHNA. Further, Ms. Gitelman opened up the discussion for members to give input on the sites identified and the site information slides presented for evaluation and review.