



A Tradition of Stewardship
A Commitment to Service

Auditor-Controller

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Tracy A. Schulze
Auditor-Controller

August 2, 2022

✓ Honorable Victoria Wood
Superior Court of Napa County
825 Brown Street
Napa, CA 94559

Mr. Michael Stone
Foreperson, Napa County Grand Jury
1754 Second Street, Suite D
Napa, CA 94559

Please accept this letter as my response to the 2021-2022 Grand Jury Report dated June 21, 2022, titled "The Napa County Airport. Under the Radar: The Saga to Bring Napa's Airport Into the 21st Century".

Recommendation R5: For fiscal year 2023, the Napa County Auditor-Controller should consider internal reviews/audits of (a) the Airport FBO RFP process, (b) the controls and processes governing the use of closed Board sessions, and (c) the controls and processes used to safeguard the confidentiality of information associated with County RFP processes and contractual negotiations.

The Auditor-Controller responds as follows:

- (a) Recommendation R5(a) has not been implemented, but will be implemented within 12 months from the date of publication, The Auditor-Controller will conduct an internal review/audit of the Airport FBO RFP Process as requested, during the fiscal year 2022-2023. The scope of the review shall be limited to the compliance of the County's RFP process in accordance with Section 8 of the County's Purchasing Policy.
- (b) Recommendation R5(b) will not be implemented. The Auditor-Controller is unable to fulfill this request as there is no provision in the Brown Act for the Auditor-Controller to audit the Board or other agencies within a county for compliance of the Brown Act.
- (c) Recommendation R5(c) will not be implemented. The Auditor-Controller is unable to fulfill this request as the Brown Act prohibits a person from disclosing confidential information acquired by being present in a closed session. It provides several remedies for a violation of this section, none of which specifically involve the Auditor-Controller. In addition, the Brown Act does not provide for a process by which the Auditor-Controller audits the Board to ensure that it is maintaining the confidentiality of information discussed during closed sessions.

Respectfully submitted,

Handwritten signature of Tracy A. Schulze in cursive.

Tracy A. Schulze
Napa County Auditor-Controller

Cc: Daniel Sanchez, County Executive Office
Neha Hoskins, County Clerk of the Board