

COUNTY OF MARIN
Peace Conversion Commission Meeting
Minutes

December 14, 2022
2:00 PM
VIA ZOOM

Present: Commissioners: Donald Foster, Jon Oldfather, William Rothman,
Robert Phillips, and James Stephenson
Note: Commissioner Oldfather arrived at 2:24 PM, meeting in-progress
due to technical difficulties

Staff: Toni Stewart and Marie Banas

Absent: None

1. Call to order:

Chairman Rothman called the meeting to order at 2:03 PM.

2. Approval of minutes of October 19, 2022:

M/s: Foster-Phillips to approve the minutes of the October 19, 2022 meeting.
AYES: ALL

3. County Treasurer's Report on Investments:

Commissioner Rothman reported that moving forward the Commission will be provided with a report on a regular basis. He further mentioned he was recently given reports of the last four months, in which he reviewed and had no concerns.

4. Review Auditor's Master List of Contracts:

Commissioner Rothman mentioned he spoke with Adrian Sahadeo, DPW Purchasing, who informed him that significant staffing shortages caused the delay in providing the Commission with the reports and apologized for the delay. He further stated that reports of the last three months were provided to Commissioner Oldfather who reviewed them and found no concerns with sending affidavits to new companies.

5. **Review of Vendor Detail List:**

Commissioner Rothman reported that the County of Marin is doing a great job in not purchasing from nuclear weapons contractors within the last three months.

6. **Report of BOS Agenda items:**

Commissioner Phillips reported that in his review he found no improprieties regarding the BOS agenda within the last three months and had nothing further to report. He found the County of Marin's budget appropriate in terms of how and where monies are being spent.

7. **Review of Affidavits Pending/Sent:**

Commissioner Rothman reported that because there was not a need, affidavits were not sent.

8. **Overrides Requested:**

Commissioner Rothman reported that departments have not requested overrides.

9. **Report on Evaluation of Third-Party Vendors:**

Commissioner Rothman mentioned DLT Solutions and CDW are two companies the County of Marin buys from (i.e., office equipment etc.). He stated that he randomly selects items purchased from third-party vendors and contacts the department's vendor inquiring on what item(s) were purchased and who made the item. Regarding Amazon and PayPal transactions, Commissioner Rothman reminded members that Commissioner Oldfather still plans to look into payments once he gets a chance.

There was consensus to continue reviewing transactions. Discussion ensued on whether to continue making calls to the departments or periodically send notices to departments asking that if they chose to purchase items through a third-party vendor, they are to request an override. Commissioners Foster and Phillips agreed to compose a letter to County Counsel requesting assistance with the proper language for the notice that would convey the Commission's intent and to also invite County Counsel to attend next month's Commission meeting for further discussion.

10. **Open Time:**

There were no members from the public in attendance.

Recording Secretary Marie Banas briefly shared new state legislation requiring boards and commissions to discontinue remote meetings and return to on-site meetings, effective March 2023. This item will be calendared for discussion at the next meeting.

11. **Adjournment:**

The next Peace Conversion Commission meeting is scheduled for Wednesday, February 15, 2023 at 2PM via Zoom.

M/s: Foster-Phillips adjourned the meeting at 2:57 PM.

AYES: Commissioners Rothman, Oldfather, Foster, Stevenson, and Phillips

Respectfully submitted,



Marie Banas
Recording Secretary