



Agenda Date: 1/9/2007  
Agenda Placement: 6I

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Shelli Brobst for Randy Snowden - Director  
Health & Human Services  
**REPORT BY:** Mitch Wippert, Project Manager, 259-8653  
**SUBJECT:** Authorization to redirect a portion of the donations from Travis Air Force Base

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### **RECOMMENDATION**

Director of Health and Human Services requests authorization to redirect a portion of a previously accepted donation of tables and chairs from Travis Air Force Base, from the South Napa Shelter to programs operated by Napa County Health and Human Services Agency.

### **EXECUTIVE SUMMARY**

Travis Air Force Base donated furniture for use at the South Napa Shelter. Approval of the requested action will authorize the redirection of excess tables and chairs, to programs operated by the Napa County Health and Human Services Agency. The donor has been notified and has authorized the use of the excess furniture as proposed.

### **FISCAL IMPACT**

Is there a Fiscal Impact?                      No

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

In June 2006 Health and Human Services Agency staff was contacted by the Unaccompanied Housing Manager at

Travis Air Force Base in regard to the possible donation of surplus furniture from the Base. The Unaccompanied Housing Manager manages the dormitories at Travis Air Force Base. His duties include the disposition of surplus furniture.

On June 20, 2006, the Board approved Resolution No. 06-120, authorizing the Director of Health and Human Services to accept donations of furniture and medical equipment for the South Napa Shelter from Travis Air Force Base and from the Tzu Chi Foundation. Upon the arrival of the donated property, it became apparent that the Shelter could not make use of all of the furniture donated by Travis Air Force Base.

It is proposed that the excess donated property, consisting of approximately 20 tables and 40 stacking wooden chairs, be redirected for use by HHSA. The excess furniture is proposed to be used by staff recently hired in connection with new programming developed pursuant to the Mental Health Services Act and by other Agency staff for whom new furniture may otherwise need to be purchased. The tables have an estimated value of \$2,000 and the chairs an estimated value of \$800. The majority of the originally donated furniture is in use at the South Napa Shelter, as envisioned by the donor.

The requested action ensures that use of the excess donated property will conform with the donor's stated intent. The Unaccompanied Housing Manager at Travis Air Force Base has declared that the County may use the donated furniture as it sees fit for use in other government agencies/offices. The only stipulation on the donated furniture is that it will not be sold for profit by any person or agency.

#### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita