



Agenda Date: 10/17/2006
Agenda Placement: 6B

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Shelli Brobst for Randy Snowden - Director
Health & Human Services
REPORT BY: Shelli Brobst, Contracts Analyst, 253-4720
SUBJECT: Equipment Use and Space License Agreement with the Salvation Army

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chair to sign an Equipment Use and Space License Agreement with the Salvation Army, Napa Corps, for the term October 17, 2006 until terminated by either party, prescribing the terms and conditions under which the County's blast chiller and hand packaging system will be located and used at the Salvation Army's premises for the preparation of meals for the South Napa Shelter and during public emergencies.

EXECUTIVE SUMMARY

Approval of the requested action will allow the Salvation Army to store and use the County's blast chiller and hand packaging system for the purpose of flash-chilling and packaging meals for later reheating and use by the clients of the South Napa Shelter. Under the direction of the County's Director of Emergency Services, the Salvation Army will also use the equipment during public emergencies to preserve and package meals for mass feedings of emergency responders and displaced persons, consistent with the County's adopted Emergency Preparedness Response Plan.

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

Community Action of Napa Valley (CANV) serves as the operator of the new South Napa Shelter, which opened May 16, 2006. The services planned for the new South Napa Shelter include food service. The Salvation Army will provide dinner at the shelter for up to 60 people per day, seven days a week.

In May 2006 the Board approved the Health and Human Services Agency's request to purchase a blast chiller to flash-chill the meals prepared by the Salvation Army. HHSA also purchased a hand packaging system to package the prepared meals for later reheating. The Salvation Army will place the prepared meals in individual containers similar to airline food trays. The trays will be sealed and placed in a blast chiller. The blast chiller, owned by the County of Napa but to be located at the Salvation Army kitchen, will quickly chill the meals to allow for safe and sanitary transportation. CANV staff will pick up the meals at the Salvation Army kitchen, transport them to the South Napa Shelter, and place them in the walk-in freezer. Approximately two hours before serving, CANV staff will remove enough meals to feed that night's clients and put them in the re-thermalization oven. The oven can safely reheat up to 60 meals at a time. Any leftover prepared meals will be stored at the shelter.

In accordance with the agreement, in the event of a disaster or public emergency, the Salvation Army will use the equipment to preserve and package meals for mass feedings of emergency responders and displaced persons under the direction of the County's Director of Emergency Services and consistent with the County's adopted Emergency Preparedness Response Plan.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita