



Agenda Date: 11/1/2005
Agenda Placement: 6C

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Alice Hughey for Randolph F. Snowden - Director
Health & Human Services
REPORT BY: Shelli Brobst, Contracts Analyst, 253-4720
SUBJECT: Actions regarding the Winter Shelter

RECOMMENDATION

Director of Health and Human Services requests approval of the following actions pertaining to the location and operation of an emergency winter shelter and related services:

1. Adoption of a resolution declaring a shelter crisis through April 15, 2006 in accordance with Government Code Sections 8698 through 8698.2;
2. Authorization for the Chair to sign a lease with the State of California for the term November 1, 2005 through March 31, 2010 to rent space at Napa State Hospital, Building B, Napa, California, to operate the winter shelter;
3. Authorization for the Chair to sign the renewal of Agreement No. 6155 with Community Action of Napa Valley, Inc., for a maximum of \$77,756 for the term November 1, 2005 through June 30, 2006 for the operation of the winter shelter; and
4. Authorization for the Chair to sign the renewal of Agreement No. 6356 with Napa County Transportation Planning Agency for a maximum of \$3,800 for the term November 15, 2005 through April 15, 2006 for transportation to and from the winter shelter.

EXECUTIVE SUMMARY

In anticipation of the onset of inclement weather, the Department requests approval of the following actions in relation to the operation of the winter shelter: (1) a resolution declaring a shelter crisis; (2) a lease with the State for the term November 1, 2005 through March 31, 2010 for space at Napa State Hospital to serve as a winter shelter; (3) an agreement with Community Action of Napa Valley to operate the winter shelter; and (4) an agreement with the Napa County Transportation Planning Agency to provide transportation for clients to and from the winter shelter.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Social Services
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Winter can be a threat to the health and safety of those unable to obtain shelter from inclement weather. Given the negotiated lease with the State hospital for the use of a facility and the availability of funds the Department budgeted in anticipation of such need, the Department requests approval of the resolution and related agreements required to provide the emergency shelter to those in need of such.
Is the general fund affected?	Yes
Future fiscal impact:	The lease with the State ends March 31, 2010. The CANV and NCTPA agreements end in Fiscal Year 2005-2006.
Consequences if not approved:	\$83,993 in budgeted county dollar will roll over into fund balance at the end of the fiscal year.
Additional Information:	The costs associated with the Fiscal Year 2005-2006 winter shelter will be \$77,756 for CANV, \$8,640 for NSH and \$3,800 for NCTPA. (Actual costs of the State lease and the CANV contract will be higher than originally budgeted for Fiscal Year 2005-2006 and will be absorbed within the Department's authorized budget.)

ENVIRONMENTAL IMPACT

Categorical Exemption Class 3: New construction or conversion of small structures.

BACKGROUND AND DISCUSSION

Proposed Resolution Declaring a Shelter Emergency: A local shortage of housing for low-income families has created a public problem in which a significant number of persons within Napa County are without the ability to obtain shelter, resulting in a threat to their health and safety. Government Code Sections 8698 through 8698.2 allow the County to declare a shelter crisis in order to facilitate the use and operation of winter shelters for persons unable to obtain housing and to occupy vacant or under-utilized public facilities for the duration of the shelter crisis. The resolution declares the shelter crisis will exist until April 15, 2006, to give the County maximum flexibility in determining how long to keep the shelter open, depending on weather conditions.

Lease: The County will enter into a lease with the State for the term November 1, 2005 through March 31, 2010 to use space annually at Napa State Hospital, Building B, to operate an emergency winter shelter. The lease provides for operation of the shelter and payment of rent from November 1 through March 31 each year. However, HHSA may request to open the shelter earlier and/or keep it open later than those dates, depending on the weather. Rent and utilities are \$840/month and \$425/month, respectively, in Fiscal Year 2005-2006. The rent will increase by approximately five percent annually during each year of the lease. There is an annual administrative charge of \$300 and a setup charge not to exceed \$750. The lease provides appropriate liability protection for the county and permits the use of the facility for an emergency winter shelter. The facility, which can house up to 39

people, consists of one large room with two alcoves, two bathrooms, and a non-functional kitchen area. Disabled access will be provided. The shelter will be staffed to ensure that shelter residents remain in the area surrounding the shelter.

Agreement with Community Action of Napa Valley: Community Action of Napa Valley (CANV), which manages and operates homeless shelters in Napa County, will operate the winter shelter. The winter shelter will accommodate individuals at least 18 years of age who have traditionally not made use of existing shelter resources but are at extreme health risk given the inclement weather. Individuals using the winter shelter are not required to participate in programming and planning; they must simply agree to live by house rules. Providing a safe haven brings a number of these isolated people in from the elements and into the continuum of community resources, which can lead to permanent housing. The shelter will operate daily from 5:30 p.m. to 7:30 a.m., which allows for overlap with the HOPE Center's hours of operation.

Agreement with Napa County Transportation Planning Agency (NCTPA): Under the renewal agreement, NCTPA will provide transportation for shelter clients to and from the shelter/Hope Center at a cost not to exceed \$3,800.

SUPPORTING DOCUMENTS

A . Resolution

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita