



Agenda Date: 11/14/2006
Agenda Placement: 6D

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: Actions regarding the Winter Shelter

RECOMMENDATION

Director of Health and Human Services and Director of Public Works request 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, 2007 in accordance with Government Code Sections 8698 through 8698.2;
2. Authorization for the Chair to sign lease Agreement No. 6536-1 with the State of California for a maximum of \$10,000 for the term November 1, 2006 through April 15, 2007 to lease space at Napa State Hospital, Building 175 (C Ward) in Napa, California, for the operation of 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 14, 2006 through June 30, 2007 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 14, 2006 through April 15, 2007 for client transportation to and from the winter shelter.

EXECUTIVE SUMMARY

In anticipation of the onset of inclement weather, approval of the following actions is requested 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, 2006 through April 15, 2007 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:	This agreement is discretionary in that there is no mandate to provide a winter shelter and related services. Approval of these requested actions will, however, enable the County, through its contract with CANV, to operate the emergency winter shelter. The services are funded by budgeted County funds.
Is the general fund affected?	Yes
Future fiscal impact:	None.
Consequences if not approved:	If these actions are not approved, Napa County will not have an emergency winter shelter.
Additional Information:	Maximum costs associated with the Fiscal Year 2006-2007 winter shelter are \$77,756 for CANV, \$10,000 for NSH and \$3,800 for NCTPA.
	Winter can be a threat to the health and safety of those unable to obtain shelter from inclement weather. Given the negotiated lease with Napa State Hospital for the use of a facility and the availability of funds budgeted in anticipation of the need for a winter shelter, approval of the resolution and related agreements required to provide emergency shelter is requested.

ENVIRONMENTAL IMPACT

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

BACKGROUND AND DISCUSSION

Approval of the requested actions will effect the following:

Resolution Declaring a Shelter Emergency: A local shortage of housing for low-income families has created a public problem in which individuals 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, 2007, to give the County maximum flexibility in determining how long to keep the shelter open, depending on weather conditions.

Lease with the State of California: The County proposes to enter into a lease for the term November 1, 2006 through April 15, 2007 to use available space at the Napa State Hospital, Building 175 (C Ward), to operate an emergency winter shelter. The lease provides for the operation of a shelter and provides for the lease terms for the period from November 1 through April 15, 2007. 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 \$850/month and \$425/month, respectively. There is an administrative charge of \$1,000 and a setup charge not to exceed \$750. The maximum

number of beds will be determined by the State Fire Marshal or other appropriate regulatory agency. The shelter will be staffed by a minimum of two staff at all times to ensure that shelter residents remain in the area surrounding the shelter. The County will give the State Hospital at least five (5) days advance written notice of the date it will fully vacate the premises to schedule and complete a "walk-through" with a Hospital General Service representative. The lease can be terminated by either party by giving the other party at least thirty (30) days prior written notice.

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 under this agreement. 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 an overlap with the HOPE Center's hours of operation.

Agreement with Napa County Transportation Planning Agency (NCTPA): Under this 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