



Agenda Date: 11/6/2007
Agenda Placement: 6A

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Shelli Brobst for Randolph F. Snowden - Director
Health & Human Services
REPORT BY: Shelli Brobst, Contracts Analyst, 253-4720
SUBJECT: Adoption of Resolution Declaring a Shelter Crisis and Other Actions Regarding the Winter Shelter

RECOMMENDATION

Director of Health and Human Services and Director of Public Works request 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, 2008 in accordance with Government Code Sections 8698 through 8698.2;
2. Approval of and authorization for the Chair to sign lease Agreement No. 6536-2 with the State of California for a maximum of \$11,000 for the term November 1, 2007 through April 30, 2008 to lease space at Napa State Hospital, Building 175 (C Ward), Napa, California, for the operation of the winter shelter;
3. Approval of and authorization for the Chair to sign the renewal of Agreement No. 6155 with Community Action of Napa Valley, Inc., for a maximum of \$75,573 for the term November 6, 2007 through June 30, 2008 for the operation of the winter shelter; and
4. Approval of and 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 6, 2007 through June 30, 2008 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 a winter shelter: (1) a resolution declaring a shelter crisis; (2) a lease with the State for the term November 1, 2007 through April 30, 2008 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:	Approval of the requested agreements is discretionary in that there is no mandate to provide a winter shelter and related services. If the requested actions are approved, however, budgeted County General Fund dollars will fund the services which will enable the County to operate the emergency winter shelter through its contract with CANV. The emergency winter shelter will enable Napa residents in need of shelter during the winter to survive the vagaries of the weather.
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:	

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is categorically exempt from CEQA under 14 California Code of Regulations 15301(State CEQA Guidelines) as a Class 1 exemption in that the proposed action consists of the renewal of the annual lease for an existing public structure involving negligible or no expansion of the use of the facility from that in the previous year.

BACKGROUND AND DISCUSSION

Approval of the requested actions will effect the following:

Resolution Declaring a Shelter Crisis: 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 that the shelter crisis will exist until April 15, 2008, 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, 2007 through April 30, 2008 to use available space at 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 a lease term of November 1, 2007 through April 30, 2008. However, the property will not be occupied until the lease is approved by the County and the State. Rent and utilities are \$885/month and \$425/month, respectively. There is an administrative charge of \$1,500 and a setup charge not to exceed \$1,250. 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 Napa 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 Services 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 at a cost not to exceed \$75,573. The winter shelter will accommodate individuals at least 18 years of age who have traditionally not made use of existing shelter resources but who 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. All payments made to the contractor under this agreement are for services actually provided.

Agreement with Napa County Transportation Planning Agency (NCTPA): Under this agreement, NCTPA will provide transportation for shelter clients between the shelter and the Hope Center at a cost not to exceed \$3,800. All payments made to the contractor under this agreement are for services actually provided.

SUPPORTING DOCUMENTS

A . Resolution

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita