



Agenda Date: 2/1/2005
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NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Britt Ferguson for Nancy Watt - County Executive Officer
County Executive Office
REPORT BY: Neal T. O'Haire, Emergency Services Manager, 253-4257
SUBJECT: Approval of MOU with Volunteer Center of Napa County

RECOMMENDATION

County Executive Officer/Director of Emergency Services requests approval of and authorization for the Chair to sign a Memorandum of Understanding with the Volunteer Center of Napa County to provide assistance with coordination of volunteers when requested during disaster situations.

EXECUTIVE SUMMARY

The County of Napa and the Volunteer Center of Napa County would like to enter in to a Memorandum of Understanding (MOU) defining the role of the Volunteer Center during disaster situations. Upon authorization of the County's Director of Emergency Services or the Emergency Services Manager, the Volunteer Center would provide assistance to the County in regard to recruitment and placement of volunteer workers during a disaster. In the event of a catastrophic disaster requiring a large number of volunteers, the Volunteer Center would, at the County's request, establish a Volunteer Reception Center(s) and/or a phone bank to facilitate with this assistance. Volunteers would be enrolled in the State-sponsored Disaster Service Worker Program, which covers volunteers for liability and workers' compensation insurance, relieving the County of this fiscal responsibility.

This MOU would be beneficial to both parties by improving coordination and providing for a more efficient use of volunteers.

FISCAL IMPACT

Is there a Fiscal Impact? No

ENVIRONMENTAL IMPACT

There is no Environmental Impact for this item.

BACKGROUND AND DISCUSSION

The County of Napa and the Volunteer Center of Napa County have a history of working closely together during disaster situations.

By entering into this MOU, the Volunteer Center would agree to provide assistance when requested by the Director of Emergency Services or the Emergency Services Manager during a disaster by recruiting volunteers and matching them to the tasks requested by the Emergency Operations Center (EOC), enrolling the volunteers in the State-sponsored Disaster Service Worker program, as well as maintaining records of all volunteers recruited.

In addition, during a catastrophic disaster when a larger number of volunteers are need, the Volunteer Center would establish a Volunteer Reception Center(s) (VRC) and/or a phone bank to assist with timely recruitment, enrollment and referral of the volunteers. If it became necessary due to circumstances beyond its control, the County could establish its own VRC to deal with volunteers, however, as soon as practical, the County would pass control of the VRC to the Volunteer Center.

The EOC Logistics Chief or Personnel Coordinator would be the designated liaison officer with regard to the Volunteer Center assignments and activities. The Volunteer Center would have an agency representative assigned to the EOC in order to facilitate volunteer coordination.

There is no compensation provided to the Volunteer Center under this MOU. This MOU would provide a mutual benefit to both parties by improving coordination and more efficient use of volunteers during emergencies within Napa County. If an official disaster is declared in Napa County by the State or Federal governments, it is understood that the County would provide the Volunteer Center with reasonable assistance in recovering documented costs for activities described in this MOU, which are beyond normal operating expenses.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Britt Ferguson