



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 3/26/2019

Agenda Placement: 6E

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Shelli Brobst for Jennifer Yasumoto - Director  
Health & Human Services Administration

**REPORT BY:** JoAnn Melgar, Staff Services Analyst II - 707-253-4722

**SUBJECT:** MOU with Salvation Army (South Campus Kitchen)

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### **RECOMMENDATION**

Director of Health and Human Services requests approval of and authorization for the Chair to sign a Memorandum of Understanding with The Salvation Army for the term March 26, 2019 through June 30, 2022, with a provision for one year automatic renewals, to operate a café and culinary academy Work Experience Program at the Health and Human Services Agency's Campus.

### **EXECUTIVE SUMMARY**

On The Move, Inc. which has operated the Thrive Café at the Health and Human Services Agency (HHSA) South Campus recently gave their notice that as of March 29, 2019 they can no longer support their Work Experience Program (WEP) because salary costs were not being met with the sales at Thrive Café.

The Salvation Army is willing to take over operations of the café. Today's requested action will approve a Memorandum of Understanding between The Salvation Army and the County to operate a WEP at the HHSA South Campus beginning March 26, 2019 through June 30, 2022.

The only costs associated with this agreement are the provision of power and water for the operation of the Café. Those costs will be borne by HHSA.

The Salvation Army is a local vendor.

### **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**

Since 2015, On the Move, Inc., a local non-profit, has operated the THRIVE Café as a place that offers those with barriers to employment an opportunity to work in a supportive setting. After multiple attempts to design a sustainable business plan for the Café without the originally anticipated funding sources and support, it has become clear to On The Move that it is not feasible for the organization to continue to absorb the operating deficit created by the Café. On The Move regrets this turn of events and hopes that the Café can find the right combination of expertise, infrastructure and funding to best support the program. On the Move, Inc. has notified HHSA that it can no longer provide the WEP program as of March 29, 2019.

The Salvation Army, Napa Corps, currently runs a culinary program that trains individuals who are chronically jobless at its downtown Napa location. The Salvation Army is willing to take over operations of the café April 2, 2019, and, working closely with the HHSA's Self-Sufficiency Division's Employment Services unit, continue to provide skills and job placement for individuals. The WEP will provide on-the-job training, job coaching, and real work experience in a range of readily-transferable job areas including customer service, cash register and credit card handling, food safety/handling, bookkeeping, cleaning, inventory management, and nutrition. To ensure continuity of services of the café in the event that the transition needs additional time, HHSA staff has identified extra help staff to operate minimal services using the existing café equipment purchased by HHSA.

The recommended MOU engages the services of The Salvation Army to continue the operation of the café and culinary academy.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Ben Guerrieri