



Agenda Date: 4/26/2005
Agenda Placement: 6I

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: Purchase of fixed assets for the Public Health Department (Trailers)

RECOMMENDATION

Director of Health and Human Services requests approval of Budget Transfer No. 77 transferring \$11,629 from Special Department Expense to Equipment in the Public Health budget and establishment of two fixed assets in the amount of \$11,629 for the purchase of two 7 x 14 trailers. (4/5 vote required)

EXECUTIVE SUMMARY

The grant that Napa County received from the Health Resources and Services Administration (HRSA) requires the purchase of supplies to be used in an emergency. This action will permit the purchase of a two 7 x 14 trailers to be used by Queen of the Valley Hospital and St. Helena Hospital to transport supplies throughout the County.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	Napa County received HRSA funds for supplies and equipment, including the requested trailers. These funds must be spent by August 30, 2005. The funding was originally budgeted in the Special Department Expense line in the Public Health budget.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	HRSA provides funding to local jurisdictions to purchase equipment that can be used in the event of an emergency. Without these funds the County, as well as local hospitals and clinics, would need to either provide their own funds to purchase these goods or not purchase them. Many of the goods purchased

under the HRSA grant help the County meet preparedness standards set by the State.

Is the general fund affected? No

Future fiscal impact: None. This is a one-time expenditure.

Consequences if not approved: Napa County will not purchase the equipment listed in the grant proposal and contract and will need to return the funds. Failure to meet the objectives in one grant term may result in a reduction of funds in future years.

Additional Information: None

ENVIRONMENTAL IMPACT

There is no Environmental Impact for this item.

BACKGROUND AND DISCUSSION

Federal Health Resources and Services Administration (HRSA) funds are granted to Napa County as pass-through funds from the California Department of Health Services. HRSA funds are intended to assist local government agencies in purchasing equipment to be used in the event of a bioterrorism event or other public health emergency. Equipment is to be purchased for both the County and the local hospitals, clinics and ambulance service companies. This year Napa County is the assigned fiscal agent, responsible for purchasing and distributing the requested equipment.

The HRSA grant and contract include the direct purchase of two 7x14 trailers for Queen of the Valley Hospital and St. Helena Hospital to transport supplies (pop-up quarantine shelters, cots, generators, etc.) throughout the County, should the need arise. The purchase of the trailers includes specific accessories as well as the appropriate registration through the DMV.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Meegan Condon