



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 5/5/2020
Agenda Placement: 10A

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Shelli Brobst for Jennifer Yasumoto - Director
Health & Human Services Administration
REPORT BY: Shelli Brobst, Contracts Manager - 253-4720
SUBJECT: Revised MSA Grant Award Process for Fiscal Year 2020-2021

RECOMMENDATION

County Executive Officer and Director of Health and Human Services requests direction and possible action regarding the Tobacco Master Settlement Agreement (MSA) grant award process for Fiscal Year 2020-2021, as follows:

1. Confirm that the total amount of funding available will be \$2.1 million, with \$1.615 million available for competitive awards;
2. Adopt a streamlined and expedited MSA grant application process with expanded focus areas for funding in response to the COVID-19 pandemic; and
3. Initiate the grant application process.

EXECUTIVE SUMMARY

The COVID-19 worldwide pandemic has impacted the Napa County community in ways that no one could have predicted in early 2020. California is under a statewide Stay-at-Home Order and Napa County has its own local health emergency and Shelter-at-Home Order, all initially issued in March 2020. As a result, while safety-net services are all more critical than ever before, as the Board of Supervisors acknowledged in its meeting on April 21, 2020, the County is seeing extreme impacts from the COVID-19 pandemic in the areas of food insecurity, housing instability, physical healthcare for those who are vulnerable (age 65 or older, or those with underlying health conditions), as well as behavioral healthcare.

Therefore, in light of the rapidly changing conditions due to COVID-19 and to allow for the timely issuance of resources to our community, staff are recommending a revised and expedited process for MSA grant awards for FY 2020-2021, as follows:

1. Approve the addition of \$1.0M in MSA funds be made available, bringing the total MSA funding from \$1.1M to \$2.1M with \$1.615M available for competitive single-year awards.
2. An organization can receive no more than 15% of the available funds, or \$242,250 (15% of \$1.615M).
3. Meet the community's emerging needs by broadening the range of services the County will consider eligible for MSA funds to include the areas of extreme need emerging at this time.
4. Approve modifications to the application process, including narrative submissions being no more than two pages, in addition to a cover-sheet, minimum qualifications attestation, a one-page budget information, and panel presentations.
5. Appoint two members of the Board of Supervisors to serve on a review panel with the County Executive Officer, Napa Valley Community Foundation member, and Health and Human Services Agency Director.
6. Initiate the grant award process on May 6 with applications due by May 20.
7. Bring funding recommendations to the Board in June with the goal of having agreements in place with community-based providers prior to the beginning of Fiscal Year 2020-2021.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Funding is from the National Tobacco Master Settlement Agreement. The revenue and expenses are budgeted within the General Fund.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Approval of the requested action is discretionary because there is no mandate to distribute the Tobacco Master Settlement Agreement funds for specific purposes or to specific entities. The award of these funds to community providers is in accordance with the Board's direction to staff relating to the allocation of funds in response to the emerging needs caused by the COVID-19 pandemic.
Is the general fund affected?	Yes
Future fiscal impact:	Grants will be awarded for Fiscal Year 2020-2021 only.
Consequences if not approved:	If the Board does not authorize initiation of the Tobacco Master Settlement Agreement grant process, funds will not be distributed to non-profit grant applicants in Fiscal Year 2020-2021.
County Strategic Plan pillar addressed:	Healthy, Safe, and Welcoming Place to Live, Work, and Visit
Additional Information:	

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

For over the past 20 years, the Board of Supervisors has made the MSA funds the County receives available for grant awards to support community health. Commencing with Fiscal Year 2006-2007, the Board assigned responsibility for administration of the MSA grant process to Health and Human Services Agency (HHSA), although the MSA funds reside in the Napa County budget. Each year, HHSA returns to the Board to make recommendations and receive direction from the Board both about the process and how these funds can be targeted to meet the community's needs. The COVID-19 pandemic has highlighted the need for the County to pivot, expand, and expedite the MSA grant process for the upcoming fiscal year in order to mitigate the impacts of this disease by meeting the community's emerging needs.

First and foremost, if the recommendation to increase the total amount of MSA funds available for FY 2020-2021 by \$1M is approved, then the total available funding will be \$2.1M, with \$1.615M available for single-year competitive awards targeting the above four focus areas. Staff are also proposing that an organization receive no more than 15% of the available funds, or \$242,250 (15% of \$1.615M).

While safety-net services are all more critical than ever before, the County is seeing extreme impacts from the COVID-19 pandemic in the areas of food insecurity, housing instability, physical healthcare for those who are vulnerable (age 65 or older, or those with underlying health conditions), as well as behavioral healthcare. Therefore, staff are recommending the County prioritize these four areas of need.

1. Food insecurity;
2. Housing instability;
3. Physical healthcare for vulnerable populations; and
4. Behavioral healthcare.

The recommended actions to broaden the County's focus areas for MSA funds are consistent with the Napa County Strategic Plan. Specifically, by focusing on the above areas, the County will continue to work squarely within two of our five pillars: "Livable Economy for All" and "Healthy, Safe and Welcoming place to Live, Work and Visit."

Our Strategic Plan also contains four overarching goals that provide us with a roadmap for our recommendations:

1. Identify housing resources and remove barriers to maximize housing opportunities;
2. Collaborate with community partners, such as non-profits, social organizations, private sector and individuals experiencing food insecurity to improve access to healthy food;
3. Enhance emergency preparedness functions from preparedness to post-disaster; and
4. Identify innovative ways to engage and treat individuals experiencing behavioral and mental health challenges who may not engage through existing methods of service delivery.

Staff are also recommending the Board consider approving modifications to the application process, including narrative submissions being no more than two pages, in addition to a cover-sheet, minimum qualifications attestation, a one-page budget information, and panel presentations. In addition, staff recommend approving the creation of an ad hoc committee of the Board of Supervisors for the review panel. Finally, staff recommend the Board approve staff initiating the grant award process on May 6 with applications due by May 20 and the goal of bringing funding recommendations to the Board in June and agreements in place with community-based providers prior to the start of Fiscal Year 2020-2021.

Staff would recommend the following future actions when staff returns in June when all MSA funding recommendations may be considered by your Board: 1) continue to honor the third year of COPE's Triple P grant award in the amount of \$275,000; and 2) continue to fund the Community Health Initiative in its final year of noncompetitive grant award in the amount of \$100,000. Additionally, staff are separately recommending that \$110,000 of MSA funds be used to fund Area Agency on Aging (AAoA) services to the older adult community who

will see less funding for critical services in FY 2020-2021 in order to sustain them for one-year only at FY 2019-2020 funding levels.

Finally, staff believes that the process outlined above provides our community-based organizations with the opportunity to be innovative by providing more flexibility in the process, while continuing to be part of the solution to these community-wide problems.

SUPPORTING DOCUMENTS

- A . MSA Grant Application Process for FY 2020-2021
- B . Attachment 1 to MSA Grant Application - Budget Template for FY 2020-2021
- C . MSA Available Funding for FY 2020-2021

CEO Recommendation: Approve

Reviewed By: Ben Guerrieri