



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 6/2/2015

Agenda Placement: 6E

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Shelli Brobst for HOWARD HIMES - Director  
Health & Human Services

**REPORT BY:** Shelli Brobst, Contracts Manager - 253-4720

**SUBJECT:** Agreement with Community Action of Napa Valley, Inc. (Shelter)

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### **RECOMMENDATION**

Director of Health and Human Services requests approval of and authorization for the Chair to sign the renewal of Agreement No. 2556 with Community Action of Napa Valley, Inc., for a maximum of \$295,816 per fiscal year for the term July 1, 2015 through June 30, 2018 for the operation of the Samaritan Family Center and South Napa Shelter.

### **EXECUTIVE SUMMARY**

Approval of the requested action renews the agreement with Community Action of Napa Valley, Inc. to provide for the operation of the Samaritan Family Center and the South Napa Shelter.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Health & Human Services Operations
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Approval of this renewal is discretionary as there is no mandate to provide these services. Shelter services are funded through a cooperative agreement among the County, the City of Napa, and Community Action of Napa Valley (CANV).

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Is the general fund affected?	No
Future fiscal impact:	This agreement terminates June 30, 2018. It is included in the Operations Fiscal Year 2015-2016 budget and will be included in future fiscal year appropriations.
Consequences if not approved:	If this renewal is not approved, the County will not be able to offer temporary shelter to homeless individuals and families.
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**

This renewal agreement with Community Action of Napa Valley (CANV) includes both the Samaritan Family Center (SFC) and the South Napa Shelter for individual adults. The shelter agreements are part of a larger effort to end homelessness in Napa. Currently these two shelters are financially supported by the County of Napa, the City of Napa and CANV.

Samaritan Family Center is a resource center and shelter for homeless families. It has seven bedrooms for up to seven families, with beds for 28 people plus infants. A plan for self-sufficiency is developed during the families' first week in residence. Weekly meetings are held to assess progress toward the agreed upon plan. SFC is open and staffed seven days a week, 24 hours a day. Drop-in services are available to any homeless families and alternative shelter is arranged if SFC is full. Families may stay at SFC for 90 to 180 days.

The South Napa Shelter has capacity to sleep 56. It includes a medical clinic with two exam rooms, three sick bay rooms, a doctor's office and a nursing station. There is a reception area with two staff offices that have observation windows facing the 56-bed dorm. There are two public/staff bathrooms, a 12-person conference room, a staff office with four cubicles and a separate office for a supervisor. There is a dining room, a serving kitchen with a walk-in freezer, storage, industrial laundry facilities and a staff lounge with staff lockers. A separate covered patio faces the kitchen. Another three rooms are provided as sick bay rooms.

The goal of the shelter system is to get its residents into permanent housing as soon as possible. CANV will provide programming between 5 p.m. to 8 p.m. designed to keep participants in the shelter and occupied. These services should move individuals further toward their housing goals, reduce loitering and help with safety issues. Partner agencies have agreed to review staffing patterns to allow extra staffing during these hours. Evening programs will include dinner, evening groups with special focus areas (such as AA and NA), social activities, and special services such as a health clinic, mental health outreach, eligibility specialists and housing counselors. Participants will be encouraged to review their activities of the day and plan for the next day.

An initial week stay can extend to 90 days if weekly goals are achieved as reviewed by the case manager. The shelter will provide a clean and sober refuge with random and regular drug and alcohol testing. Six residents who have been demonstrated substantial progress in the 90-day plan will be allowed to move to a transitional housing phase. This phase will permit residents up to 90 additional days of shelter in order to secure permanent housing.

CANV is a local vendor.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Leanne Link