NAPA COUNTY BOARD OF SUPERVISORS
Board Agenda Letter

TO: Board of Supervisors
FROM: Don Ridenhour - Director
Public Works
REPORT BY: Nancy Owyeong, Staff Services Analyst I - 253-4603
SUBJECT: Space License Agreement with Solano Network of Mental Health Consumers/Circle of Friends, Inc.

RECOMMENDATION
Director of Public Works requests approval of and authorization for the Chair to sign a Space License Agreement with Solano Network of Mental Health Consumers/Circle of Friends, Inc., for the term of July 1, 2010 through June 30, 2011 for space in Modular Building "N" located on the Health and Human Service Agency's campus.

EXECUTIVE SUMMARY
Solano Network of Mental Health Consumer/Circle of Friends, Inc., currently operates the County's Adult Resource Center (ARC), a community self-help center for mental health service consumers. The ARC is identified as a priority need in the County's Mental Health Services Act (Prop. 63) Community Services and Supports Plan. The term of the lease is July 1, 2010 through June 30, 2011, with an option to continue on a month to month basis. Per an agreement between Solano Network of Mental Health Consumers and Health and Human Services Agency license fees will be deducted from the program's operating budget.

FISCAL IMPACT
Is there a Fiscal Impact? Yes
Is it currently budgeted? Yes
Where is it budgeted? Mental Health
Is it Mandatory or Discretionary? Discretionary
Discretionary Justification: The requested action is discretionary in that there is no mandate to have this specific space license agreement. However, the County is providing space on the Health and Human Services Agency (HHSA) Campus for the contractor (Solano Network of Mental Health Consumers/Circle of Friends, Inc) to operate an Adult Resource Center program for individuals with mental health challenges. The County has received funding and has a performance contract with the Department of Mental Health (DMH) to provide these services pursuant to the County's Mental Health Services Act (MHSA) Community Services and Supports Plan, which was approved in June 2006.

Is the general fund affected? No

Future fiscal impact: Although the agreement terminates June 30, 2011, it contains a provision for automatic renewal, which allows the County the option to continue the agreement on a month to month basis into the following fiscal year. Appropriations have been included in the Fiscal Year 2010-2011 requested budget.

Consequences if not approved: If the space license agreement is not approved, the County will be unable to formally define the roles and responsibilities of the parties for operation of the Adult Resource Center Program in space provided on the grounds of the HHSA Campus.

Additional Information: HHSA is currently paying for the lease of the HHSA building (modular trailer) where the Adult Resource Center program is being operated. This space license agreement with Circle of Friends will not result in revenue for use of the space. Per an agreement between Solano Network of Mental Health Consumers and Health and Human Services Agency license fees will be deducted from the program's operating budget.

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

The County’s Mental Health Services Act (MHSA) Community Services and Supports (CSS) Plan was approved by the Department of Mental Health in June 2006. The CSS Plan identified an Adult Resource Center (ARC) as a priority need for adults with serious mental illness and their families to increase meaningful participation in the community. Napa County's ARC is operated by Solano Network of Mental Health Consumers/Circle of Friends, Inc., doing business as Circle of Friends, a non-profit organization with extensive experience operating self-help centers. The program is currently being operated in a building on the grounds of the Health and Human Services Agency (HHSA) Campus.

Approval of the Space License Agreement will provide space to house the County's ARC. The term of the lease is July 1, 2010 through June 30, 2011, with an option to continue on a month to month basis. Through an amendment to the agreement between Circle of Friends and Health and Human Services Agency (Napa County Agreement Number 6912, approved by the Board on May 18, 2010), language was incorporated specifying that space license fees will be deducted from the program operating budget while the program is operated in a County-
owned space.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve
Reviewed By: Helene Franchi