NAPA COUNTY BOARD OF SUPERVISORS
Board Agenda Letter

TO: Board of Supervisors
FROM: Kerry Whitney for Minh Tran - County Executive Officer
County Executive Office
REPORT BY: Helene Franchi, Deputy County Executive Officer - 253-4820
SUBJECT: Designate Agents for Emergency Services Funding

RECOMMENDATION
County Executive Officer/Director of Emergency Services requests adoption a resolution authorizing specified County officials to execute applications and related documents required to obtain federal and/or state financial assistance in connection with these disaster incidents and those that might arise in the future.

EXECUTIVE SUMMARY
The resolution will authorize specified County officials to execute applications and related documents required to obtain federal and/or state financial assistance in connection with disaster incidents such as COVID-19 and those that might arise in the future. The resolution is effective for three years and was last approved in 2017.

FISCAL & STRATEGIC PLAN IMPACT

<table>
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<tr>
<th>Question</th>
<th>Response</th>
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<td>Is there a Fiscal Impact?</td>
<td>Yes</td>
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<td>Is it currently budgeted?</td>
<td>No</td>
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<td>What is the revenue source?</td>
<td>Potential state and federal cost reimbursement.</td>
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<td>Is it Mandatory or Discretionary?</td>
<td>Discretionary</td>
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<td>Discretionary Justification:</td>
<td>Approval of the resolution authorizing specified staff to request state and federal financial funding will assist efforts to secure reimbursement to the County and other local entity costs associated with COVID-19 and future disasters.</td>
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Is the general fund affected? Yes
Future fiscal impact: The future fiscal impact is unknown at this time
Consequences if not approved: Timely submittal of documents would not occur and funding could be jeopardized.
County Strategic Plan pillar addressed: Healthy, Safe, and Welcoming Place to Live, Work, and Visit Effective and Open Government

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
It is recommended that the Board update their designation of officials who are authorized agents for the County in order to sign applications and related documents for the purpose of obtaining federal and/or state disaster funding. The resolution, which is required to be on file with State of California Office of Emergency Services (OES), can remain in effect for all open and future disasters for up to three years. The Board has previously updated and adopted these "authorized agent" resolutions over the years as required by the State. The County designates by position, and then sends an accompanying letter to State OES listing the current officials holding those positions. Should an official no longer hold that position, a new letter can be submitted without requiring the Board to adopt a new resolution.

SUPPORTING DOCUMENTS
A. Resolution

CEO Recommendation: Approve
Reviewed By: Helene Franchi