



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 8/29/2017

Agenda Placement: 6Q

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

---

**TO:** Board of Supervisors

**FROM:** Kerry Whitney for Minh Tran - Interim County Executive Officer  
County Executive Office

**REPORT BY:** Sandra Hage, Administrative Support Tech - (707)253-4799

**SUBJECT:** Approval of Amendment No. 1 to Agreement(s) with the CERT Trainers

---

### **RECOMMENDATION**

County Executive Officer and Risk and Emergency Services Manager request approval of and authorization for the Chair to sign the following amendments extending the term to July 1, 2017 through June 30, 2018 with no other changes to the terms and conditions to provide training and instruction to participants of the Community Emergency Response Team (CERT) services to Napa County:

1. Amendment No. 1 to Agreement No. 170525C-17 with Kenneth Arnold;
2. Amendment No. 1 to Agreement No. 170552C-17 with Neal O'Haire; and
3. Amendment No. 1 to an agreement (previously Agreement No. AUD-7035) with Sharron Lea Sunderland.

### **EXECUTIVE SUMMARY**

The Community Emergency Response Team (CERT) program provides training and instruction to residents of Napa County.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Emergency Services
Is it Mandatory or Discretionary?	Discretionary

---

Discretionary Justification:	Volunteers are a necessary part of emergency preparedness and provide a valuable service during emergency/disaster situations.
Is the general fund affected?	Yes
Future fiscal impact:	Funding will be appropriated in future years for renewals.
Consequences if not approved:	The County of Napa would no longer be able to offer CERT Training to the community.
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**

Napa County is responsible for delivering the Community Emergency Response Team (CERT) for the Napa Operational Area. Our Emergency Response plan identifies organized and trained citizens as part of our emergency response. Currently the County offers multiple training classes throughout the calendar year. These classes are offered from American Canyon to Calistoga with the main component being offered in Napa City. The CERT instructors who teach the classes are certified instructors through the FEMA training program.

The County has entered into Professional Service Agreements with these instructors. These Agreements have ended their term and need to be renewed.

The County intends to continue the CERT program indefinitely into the future.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi