



Agenda Date: 9/27/2005  
Agenda Placement: 6C

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Shelli Brobst for Randolph F. Snowden - Director  
Health & Human Services  
**REPORT BY:** Shelli Brobst, Contracts Analyst, 253-4720  
**SUBJECT:** Purchase of a fixed asset for the Public Health Department (Cisco Analog Phone Gateway)

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### **RECOMMENDATION**

Director of Health and Human Services requests approval of Budget Transfer No. 13 in the amount of \$6,005 transferring funds within the Public Health Budget budget to establish a fixed asset for the purchase of a Cisco Analog Phone Gateway to be used in the event of an emergency. (4/5 vote required)

### **EXECUTIVE SUMMARY**

This action will establish a fixed asset for the purchase of a Cisco Analog Phone Gateway for use by HHS's Department's Emergency Operations Center.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Public Health - Homeland Security Funds
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Funds for public health preparedness will be used by the Department of Health Services for this acquisition. This funds have to be used for emergency preparedness purposes. The purchase of this VOIP-compatible Analog Phone Gateway is a cost-effective way to update the communications systems at the department's Emergency Operations Center.
Is the general fund affected?	No
Future fiscal impact:	None.

Consequences if not approved: An alternative plan will need to be developed for these funds.

Additional Information: None

### **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 California Department of Health Services has allocated federal Centers for Disease Control (CDC) funds to Napa County to build infrastructure needed for public health preparedness in the event of a bioterrorism incident or other emergency. The funds may be used to purchase equipment for use in the Department's Emergency Operations Center (EOC). This phone gateway system will provide many outgoing and incoming lines with only one phone jack. It will save the department money since the alternative is to purchase several phone lines and pay a monthly service charge for lines each of the lines, lines which will only be used in an emergency.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita