

# Napa County

Board of Supervisors Chambers  
1195 Third Street, Third Floor  
Napa, CA 94559



## Agenda

**Tuesday, January 27, 2026**  
**9:00 AM**

**Board of Supervisors Chambers**  
**1195 Third Street, Third Floor**

### Board of Supervisors

*Joelle Gallagher, District 1*

*Liz Alessio, District 2*

*Anne Cottrell, District 3*

*Amber Manfree, District 4*

*Belia Ramos, District 5*

*This is a simultaneous meeting of the Board of Supervisors of Napa County, Napa County Public Improvement Corporation, Silverado Community Services District, Monticello Public Cemetery District, In-Home Supportive Services Public Authority of Napa County, Lake Berryessa Resort Improvement District, Napa Berryessa Resort Improvement District, Napa County Housing Authority, and the Napa County Groundwater Sustainability Agency.*

<https://www.napacounty.gov/>

## GENERAL INFORMATION

The Board of Supervisors meets as specified in its adopted annual calendar on Tuesdays at 9:00 A.M. in regular session at 1195 Third Street, Suite 310, Napa, California 94559. The meeting room is wheelchair accessible. Assistive listening devices and interpreters are available through the Clerk of the Board of the Napa County Board of Supervisors. Requests for disability related modifications or accommodations, aids or services may be made to the Clerk of the Board's office no less than 72 hours prior to the meeting date by contacting (707) 253-4580.

## DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

**Levine Act Compliance:** The Levine Act (Government Code Section 84308) governs contributions in Board of Supervisor proceedings related to licenses, permits, or entitlements, as defined in the Act. Board members are prohibited from accepting contributions exceeding \$500 from parties, their agents, or participants during such proceedings and for 12 months after a final decision. If a Board member received a contribution exceeding \$500 within the past 12 months, disclosure is required on the record, and the member must not use their position to influence decisions. Parties and participants must disclose applicable contributions exceeding \$500 on the record, providing the following:

- Name of the party or participant and any other person making the contribution
- The name of the recipient
- The amount of the contribution; and
- The date the contribution was made.

This information does not constitute legal advice. Parties and participants are advised to consult their legal counsel for guidance on compliance.

## PUBLIC COMMENT

The Board is here to listen to everyone who wishes to address them, but everyone has the responsibility to act in a civil manner. Please remember this meeting is being recorded and broadcast on live television. The County will not tolerate profanity, hate speech, abusive language, or threats. Also, while public input is appreciated, the Brown Act prohibits the Board from taking any action today on matters raised during public comment.

## ON A MATTER ON THE AGENDA

Please proceed to the podium when the matter is called and, after receiving recognition from the Chair, give your name and your comments or questions. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the specific subject under discussion. Time limitations shall be at the discretion of the Chair or Board, but are generally limited to three minutes.

## ON A MATTER NOT ON THE AGENDA OR ANY CLOSED SESSION AGENDA ITEM

Public comment is an opportunity for members of the public to speak on items that are not on the agenda but are within the subject matter jurisdiction of Napa County and its related districts and agencies. Public comment is generally limited to three minutes per speaker, subject to the discretion of the Chair. Comments should be brief and focused, and speakers should be respectful of one another who may have different opinions. Any comments on the closed session agenda shall be made during the time allotted for General Public Comment.

**How to Watch or Listen to the Napa County Board of Supervisors Meetings**

The Napa County Board of Supervisors will continue to meet pursuant to the annually adopted meeting calendar available at the following link:

<https://www.napacounty.gov/1429/Meetings-Agendas-Calendars>

The Board realizes that not all County residents have the same ways to stay engaged, so several alternatives are offered. Remote participation for members of the public is provided for convenience only. In the event that the remote participation options malfunction for any reason, the Board of Supervisors reserves the right to conduct the meeting without remote access.

Please watch or listen to the Board of Supervisors meeting in one of the following ways:

1. Attend in-person at the Board of Supervisors Chambers, 1195 Third Street, Napa Suite 305.
2. Watch via YouTube at <https://www.youtube.com/@NapaCounty/streams>.
3. Watch online at <https://napa.legistar.com/Calendar.aspx> (click the “In Progress” link in the “Video” column).
4. Watch on Napa Valley TV Channel 28.
5. Watch on Zoom via [www.zoom.us/join](https://www.zoom.us/join) (Meeting ID: 842-343-169) or listen on Zoom by calling 1-669-900-6833 (Meeting ID: 842-343-169).
6. To listen or watch in Spanish, please visit <https://www.napacounty.gov/3723/Junta-de-Supervisores>

**If you are unable to attend the meeting in person and wish to submit a general public comment or a comment on a specific agenda item, please do the following:**

1. Call the Board of Supervisors Public Comment Line at 707-299-1776 during the item on which you want to speak. Comments will be limited to three minutes, subject to the discretion of the Chair. If you cannot make the meeting, you may leave a comment by voice mail by calling the Public Comment Line before or after the meeting.
2. Email your comment to [publiccomment@countyofnapa.org](mailto:publiccomment@countyofnapa.org) 24 hours in advance of the meeting to ensure that your comment will be shared with all members of the Board of Supervisors.

In the event of a telephone or email malfunction which prevents a member of the public from submitting or making a public comment remotely, the Board of Supervisors reserves the right to receive only those public comments made in person.

For more information, please contact the Clerk of the Board's office at 707-253-4580 or email [clerkoftheboard@countyofnapa.org](mailto:clerkoftheboard@countyofnapa.org).

**1. CALL TO ORDER; ROLL CALL****2. PLEDGE OF ALLEGIANCE****3. PET OF THE WEEK**

A. Presentation of the Pet of the Week. (No Fiscal Impact)

[26-55](#)

**4. APPROVAL OF PROCLAMATIONS AND COMMENDATIONS**

A. Proclamation recognizing January 2026 as “Positive Parenting Awareness Month” in Napa County. (No Fiscal Impact)

[26-99](#)

**Attachments:** [Proclamation](#)

**5. CONSENT CALENDAR****Agricultural Commissioner**

A. Adopt a Resolution authorizing a waiver of the registration fee for any beekeeper, apiary owner, apiary operator, or person that is a hobbyist, not engaged in the business of beekeeping and possesses nine or fewer colonies. (No Fiscal Impact)

[26-177](#)

**Attachments:** [Resolution](#)

**Auditor-Controller**

B. Accept and file the Napa County Local Transportation Fund financial audit report for fiscal year ended June 30, 2025. (No Fiscal Impact, Mandatory)

[26-199](#)

**Attachments:** [Financial Audit Report](#)

[Required Communication to the Board](#)

C. Accept and file the Appropriation Limit agreed-upon procedure report for fiscal year ended June 30, 2025. (No Fiscal Impact; Mandatory)

[26-201](#)

**Attachments:** [Report](#)

D. Accept and file the Annual Comprehensive Financial Report (ACFR) and the Single Audit Report - Schedule of Expenditures of Federal Awards (SEFA), for fiscal year ended June 30, 2025.

[26-202](#)

**Attachments:** [Single Audit Report June 30, 2025](#)

[Required Communication to the Board](#)

**Clerk of the Board**

E. Approval of minutes from the January 13, 2026 regular meeting. (No Fiscal Impact)

[26-78](#)

**Attachments:** [January 13, 2026](#)

F. Approve recently amended conflict of interest code for the Napa County Groundwater Sustainability Agency. (No Fiscal Impact) [26-120](#)

**Attachments:** [Resolution](#)

#### County Counsel

G. Approve and authorize Agreement No. 260256B with Logikcull Systems, Inc. for Logikcull Legal Hold software effective January 1, 2026 for a maximum compensation of \$11,880 in Fiscal Year 2025-26. (Fiscal Impact: \$11,800 Expense; General Fund; Budgeted; Discretionary) [26-195](#)

**Attachments:** [Agreement](#)

H. Approve and authorize Agreement No. 260276B with CivicPlus, LLC for Policy Manual site hosting and subscription supplement service. (Fiscal Impact: \$29,240 Expense; General Fund; Budgeted; Discretionary) [26-198](#)

**Attachments:** [Agreement](#)

#### County Executive Office

I. Approve and authorize out-of-state travel for District 2 Supervisor Liz Alessio, District 3 Supervisor Anne Cottrell and District 5 Supervisor Belia Ramos to attend the National Association of Counties (NACo) Annual Legislative Conference in Washington, D.C. from February 17-24, 2026. (Fiscal Impact: \$12,000 Expense; General Fund; Budgeted; Discretionary) [26-51](#)

J. Approve and adopt the 2026 Legislative & Regulatory platform, as amended by the Board at its regular meeting on January 13, 2026. (No Fiscal Impact) [26-194](#)

**Attachments:** [Attachment A \(Redline\)](#)  
[Attachment B \(Clean\)](#)

#### County Fire Department

K. Approve and authorize a waiver of competitive bidding requirements, and approval of a single source award for the purchase of rescue tool equipment from Western Extrication Specialists for \$127,278 pursuant to County Ordinance Code Section 2.36.090 and the County Purchasing Policy. (Fiscal Impact: \$127,278 Expense; Fire Fund; Budgeted; Discretionary) [26-52](#)

**Health and Human Services Agency**

L. Adopt a Resolution approving the County's Mental Health Services Act Fiscal Year 2025-2026 Annual Update to the Three-Year Plan for Fiscal Year 2023-2024 to Fiscal Year 2025-2026. (No Fiscal Impact)

[26-29](#)

**Attachments:** [Resolution](#)  
[Annual Update](#)

**Information Technology Services – Division of CEO's Office**

M. Accept a grant for \$82,900 from the California Public Utilities Commission; approve and authorize Agreement No. 260218B with Napa Valley Unified School District/Napa Valley Adult Education; and approve the related Budget Amendment. (Fiscal Impact: \$82,900 Revenue and Expense, Information Technology Services Fund, Not Budgeted, Discretionary).

[4/5 vote required]

[26-36](#)

**Attachments:** [CPUC Grant Award Letter](#)  
[CPUC Consent Form Extension Approval](#)  
[Agreement](#)

N. Accept a grant for \$28,977 from the California Public Utilities Commission; and approve the related Budget Amendment. (Fiscal Impact: \$28,977 Revenue and Expense, Information Technology Systems Fund, Not Budgeted, Discretionary)

[4/5 vote required]

[26-41](#)

**Attachments:** [BPHA Ministerial Award Napa](#)  
[BPHA Consent Form](#)  
[CPUC Project Consent Form Extension Approval](#)

**Library**

O. Approve establishment of a change fund account for the Law Library in the amount of \$60. (Fiscal Impact: \$60 Expense; Library Fund; Not Budgeted; Discretionary)

[26-171](#)**Napa County Housing Authority**

P. Approve and authorize the Executive Director to sign Agreement No. 260177B (NCHA) with Personal Computing, Inc. (dba Valley Internet), for the installation, maintenance and management of a new Wi-Fi network for the Calistoga Farmworker Center; and approve a Budget Amendment. (Fiscal Impact \$47,463, Housing Authority Fund, Not Budgeted, Discretionary)

[4/5 vote required]

[26-04](#)

**Attachments:** [Agreement](#)

**Q.** Accept a donation in the amount of \$152,698 from Cinco de Mayo Golf, Inc. (dba Napa Farmworker Center Alliance) to the Napa County Housing Authority for the farmworker centers; approve a Budget Amendment to appropriate the funds; and authorize the purchase of capital equipment (Fiscal Impact: \$152,698 Expense and Revenue; Napa County Housing Authority Fund; Not Budgeted; Discretionary) [4/5 vote required] [26-42](#)

**Public Works**

**R.** Approve and authorize creation of Capital Improvement Project 26022 for the “Hall of Justice Improvements Project” PW 26-19; and approve a Budget Amendment for design, plans specifications, project bidding services, and construction costs. (Fiscal Impact: \$1,000,000 Expense; Capital Improvement Fund; Not Budgeted; Discretionary) [4/5 vote required] [26-26](#)

**Attachments:** [Budget Summary](#)

**S.** Accept and file a report on Space License and Lease Agreements executed by the Chief Executive Officer during the period July 1, 2025, through December 31, 2025, pursuant to Resolution No. 2018-36. (No Fiscal Impact) [26-27](#)

**Attachments:** [Report](#)

**T.** Award a Construction Contract for the Chiles Pope Valley Road Bridge Replacement RDS 15-23 Restoration and Monitoring Project to Empire Landscaping Inc.; approve and authorize the Director of Public Works to execute Contract Change Order No. 10 to Agreement No. 240254B with Gordon N. Ball, Inc., to increase the maximum compensation from \$6,246,112 to \$7,724,881; and approve a Budget Amendment. (Fiscal Impact: \$1,007,704; Roads Fund; Not Budgeted; Discretionary) [4/5 vote required] [26-84](#)

**Attachments:** [Budget Summary](#)

**U.** Adopt two Resolutions, in accordance with Measure T funding requirements, confirming the commitment of funding for Class 1 bike paths and confirming that expenditures met the County’s Maintenance of Effort requirements for Measure T funding for Fiscal Year 2024-25. (No Fiscal Impact; Discretionary) [26-100](#)

**Attachments:** [Resolution - Maintenance of Effort](#)  
[Resolution - Equivalent Fund](#)

V. Approve a Budget Amendment for the “Cuttings Wharf, Sullivan and Admin Parking Lot Paving Project,” PW 25-46. (Fiscal Impact: \$80,000 Expense; Capital Improvement Projects Fund; Not Budgeted; Discretionary)  
[4/5 vote required] [26-102](#)

W. Award a Construction Contract to Thompson General Construction, doing business as Rubicon Builders, of Sonoma, CA, in the amount of \$3,424,000 for the “Napa County 555 Gateway Drive and BHTC Improvements,” PW 26-100 project; and approve a Budget Amendment. (Fiscal Impact \$3,191,850 Expense; Health and Human Services Agency Fund; Not Budgeted; Discretionary)  
[4/5 vote required] [26-163](#)

**Attachments:** [Budget Summary - 555 Gateway](#)  
[Budget Summary - BHTC](#)  
[Evaluation Tabulation](#)

**6. PUBLIC COMMENT**

**For all matters not listed on the agenda but within the jurisdiction of the Board of Supervisors, Special Districts and any Closed Session agenda item. (see page 1)**

**7. BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS**

**8. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDAR**

**9. ADMINISTRATIVE ITEMS**

**Public Works**

A. Receive a presentation on edge line rumble strips on Napa County roadways and provide direction; and approve Amendment No. 2 to Agreement No. 250052B with Sanderson Bellecci, Inc. for additional engineering design and support services for the “HSIP Cycle 11 Silverado Trail Intersection Improvements” project RDS 22-26. (Fiscal Impact: \$267,532 Expense; SB-1 Fund; Budgeted; Discretionary) [26-30](#)

**Attachments:** [Agreement](#)  
[Budget Summary](#)

B. Receive a presentation on the Countywide Active Transportation Plan from the Napa Valley Transportation Authority staff. (No Fiscal Impact) [26-31](#)

**10. PUBLIC HEARINGS****Planning, Building and Environmental Services (PBES)**

A. Conduct a public hearing to consider adoption of a Resolution approving a Category 5 Temporary Event application for the 2026 Auction Napa Valley event. (No Fiscal Impact)

[26-15](#)

**Attachments:** [Attachment A - Resolution](#)  
[Attachment B - 2026 Auction Napa Valley Letter](#)  
[Attachment C - 2006 Resolution and Letter](#)

**11. CLOSED SESSION**

A. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

[26-121](#)

Agency Designated Representatives: Christine Briceño, Director of Human Resources- Napa County Probation Professionals' Association - Nonsupervisory Unit and Napa County Probation Professionals' Association - Supervisory Unit

**12. ADJOURNMENT****ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, FEBRUARY 10, 2026 AT 9:00 A.M.**

I HEREBY CERTIFY THAT THE AGENDA FOR THE ABOVE STATED MEETING WAS POSTED AT A LOCATION FREELY ACCESSIBLE TO MEMBERS OF THE PUBLIC AT THE NAPA COUNTY ADMINISTRATIVE BUILDING, 1195 THIRD STREET, NAPA, CALIFORNIA ON FRIDAY, JANUARY 23, 2026 BY 5:00 P.M. A HARDCOPY SIGNED VERSION OF THE CERTIFICATE IS ON FILE WITH THE CLERK OF THE BOARD OF SUPERVISORS AND AVAILABLE FOR PUBLIC INSPECTION.

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board



# Napa County

## Board Agenda Letter

1195 THIRD STREET  
SUITE 310  
NAPA, CA 94559  
[www.napacounty.gov](http://www.napacounty.gov)  
Main: (707) 253-4580

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Board of Supervisors

**Agenda Date:** 1/27/2026

**File ID #:** 26-55

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**TO:** Board of Supervisors  
**FROM:** Ryan J. Alsop, County Executive Officer  
**REPORT BY:** Neha Hoskins, Clerk of the Board  
**SUBJECT:** Pet of the Week

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### **RECOMMENDATION**

Presentation of the Pet of the Week. (No Fiscal Impact)



# Napa County

## Board Agenda Letter

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Board of Supervisors

**Agenda Date:** 1/27/2026

**File ID #:** 26-99

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**TO:** Board of Supervisors  
**FROM:** Ryan J. Alsop, County Executive Officer  
**REPORT BY:** Neha Hoskins, Clerk of the Board  
**SUBJECT:** Proclamation recognizing January 2026 as “Positive Parenting Awareness Month” in Napa County.

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### **RECOMMENDATION**

Proclamation recognizing January 2026 as “Positive Parenting Awareness Month” in Napa County. (No Fiscal Impact)

# Proclamation

BOARD OF SUPERVISORS | NAPA COUNTY, CALIFORNIA

## 8<sup>th</sup> Annual Positive Parenting Awareness Month – January 2026

**WHEREAS**, raising children and youth to become healthy, confident, capable individuals is the most important job parents and caregivers have; and

**WHEREAS**, the quality of parenting or caregiving is a powerful predictor of future social, emotional, and physical health, and families come in many forms with children raised by parents, grandparents, foster parents, family members, and other caregivers; and

**WHEREAS**, the pandemic, climate crises, and racial injustices have exacerbated economic insecurity, mental health challenges, domestic violence, discrimination, and other trauma experienced by families—particularly Black, Indigenous, Latine, Asian, and other families of color; and

**WHEREAS**, positive parenting is a protective factor that prevents and heals Adverse Childhood Experiences, which impact lifelong health and well-being and occur in the context of Adverse Community Environments that lack equity; and

**WHEREAS**, families in Napa County can receive support from positive parenting programs, including the Triple P - Positive Parenting program, an evidence-based program available thanks to a partnership between Napa County Health and Human Services Agency, ParentsCan, Cope Family Center, ChildStart Inc., and UpValley Family Centers, and

**WHEREAS**, Triple P has benefitted over 20,000 parents, caregivers, children, and youth in Napa County since 2017 through proven strategies to strengthen relationships, promote children's development, and handle parenting challenges; and

**WHEREAS**, families in Napa County can also receive support for raising healthy, thriving children from high quality programs offering home visiting, early learning and care, afterschool care, preventive health and dental care, behavioral health care, economic support, other basic needs, and more; and

**WHEREAS**, everyone can play a vital role in supporting parents and caregivers to raise happy, healthy children; and during the month of January, Napa County Triple P Collaborative partners and many others, will be increasing awareness of the importance.

**NOW, THEREFORE, BE IT PROCLAIMED**, that this Board of Supervisors, County of Napa, State of California, on this 27<sup>th</sup> day of January 2026, does hereby recognize January 2026 as the 8<sup>th</sup> Annual Positive Parenting Awareness Month in Napa County. We commend the work and mission of Cope Family Center, ParentsCAN, UpValley Family Centers, and the Triple P Collaborative program and encourage all residents to join us in this recognition and reach out to learn more.

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Amber Manfree, Chair

Liz Alessio, Vice Chair

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Belia Ramos, District 5

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NAPA COUNTY BOARD OF SUPERVISORS



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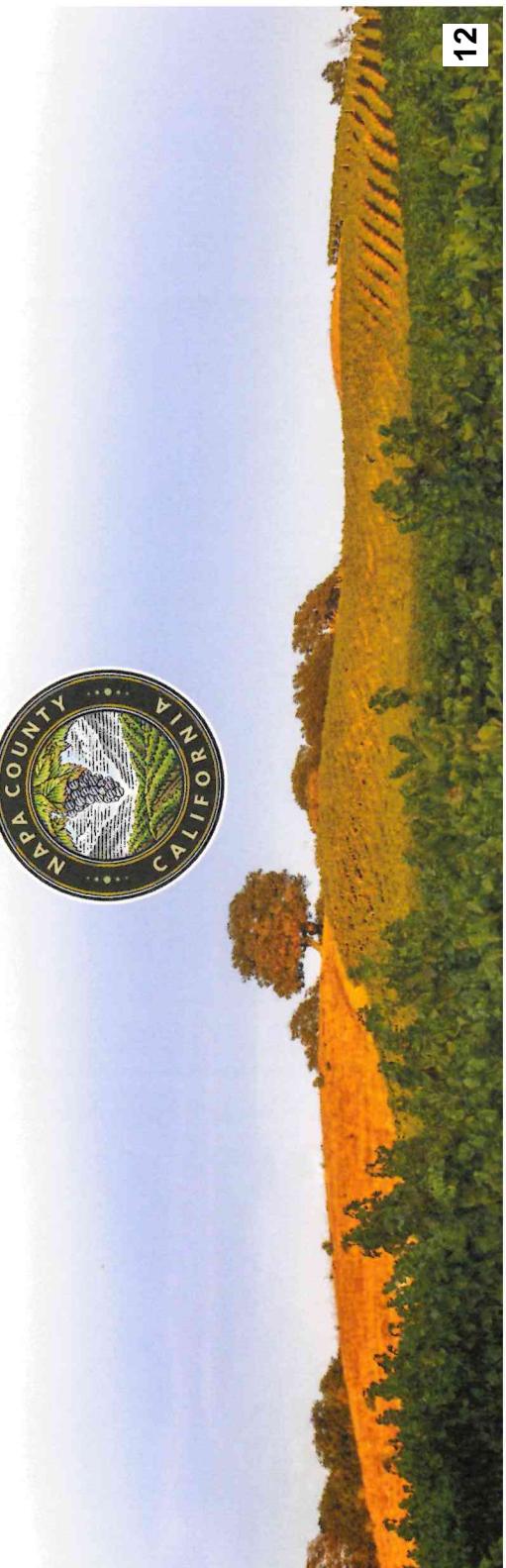
Joelle Gallagher, District 1

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Anne Cottrell, District 3

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Belia Ramos, District 5





# Napa County

## Board Agenda Letter

1195 THIRD STREET  
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[www.napacounty.gov](http://www.napacounty.gov)  
Main: (707) 253-4580

Board of Supervisors

**Agenda Date:** 1/27/2026

**File ID #:** 26-177

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**TO:** Board of Supervisors

**FROM:** Tracy Cleveland - Agricultural Commissioner/Sealer of Weights & Measures

**REPORT BY:** Jaspreet Faller - Staff Services Analyst

**SUBJECT:** Resolution waiving apiary registration fee for hobbyist beekeepers

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### **RECOMMENDATION**

Adopt a Resolution authorizing a waiver of the registration fee for any beekeeper, apiary owner, apiary operator, or person that is a hobbyist, not engaged in the business of beekeeping and possesses nine or fewer colonies. (No Fiscal Impact)

### **BACKGROUND**

On October 7, 2025, the California Department of Food & Agriculture (CDFA) issued an advisory letter to “All County Agricultural Commissioners” in California, providing blanket approval for County Board of Supervisors to waive the apiary registration fee payable to the CDFA for those who meet the criteria of hobbyist beekeepers, possessing nine or fewer colonies, pursuant to Title 3, Section 2951 of the California Code of Regulations.

Waiver of CDFA registration fees for hobbyist beekeepers is intended to encourage interaction and participation with our local hobbyists, reduce the regulatory burden on small scale operations, while supporting and promoting overall bee health. The CDFA registration fee for nine or fewer colonies is \$10. Historically, this registration fee was payable to County Agricultural Commissioners, not the CDFA, and it is still listed in the County’s fee schedule.

### Requested Action:

Adopt a Resolution authorizing waiving the CDFA registration fee for hobbyist beekeepers that possess nine or fewer colonies, direct the Agricultural Commissioner to convey the Board’s waiver to the CDFA, and direct the Chief Executive Officer or designee to update the County’s fee schedule consistent with the Resolution.

**FISCAL IMPACT**

Is there a Fiscal Impact?

No

Additional Information

This is an uncommon situation where the County has authority to waive a fee payable by members of the public to the State. Unlike other instances where the Board might consider eliminating or waiving County fees, there will be no fiscal impact to the County if the Board elects to waive the CDFA registration fees.

**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.

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE NAPA COUNTY BOARD OF SUPERVISORS,  
STATE OF CALIFORNIA, AUTHORIZING A WAIVER OF THE APIARY  
REGISTRATION FEE FOR HOBBYIST BEEKEEPERS MAINTAINING NINE OR  
FEWER COLONIES PURSUANT TO TITLE 3, SECTION 2951 OF THE CALIFORNIA  
CODE OF REGULATIONS AND SECTION 29044(A) OF THE CALIFORNIA FOOD  
AND AGRICULTURE CODE**

**WHEREAS**, Title 3, Section 2951 of the California Code of Regulations and Section 20944 of the Food and Agriculture Code (“FAC”) mandates an annual statewide registration fee for each beekeeper, apiary owner, apiary operator, broker, or person in possession of any apiary; and

**WHEREAS**, FAC Section 20944(a) provides the Board of Supervisors of any county, with the approval of the Secretary of the California Department of Food & Agriculture (“CDFA”), may waive registration fee for any beekeeper, apiary owner, apiary operator, or person who is a hobbyist not engaged in the business of beekeeping, and who possesses nine or fewer colonies; and

**WHEREAS**, on or about October 7, 2025, the CDFA issued a letter to “All County Agricultural Commissioners” in California providing blanket approval for County Boards of Supervisors to waive the apiary registration fee for those who meet these criteria; and

**WHEREAS**, the Board of Supervisors desires to support hobbyists beekeepers in Napa County, as a majority of beekeepers in Napa County are hobbyists who maintain nine or fewer colonies, and finds that waiving the apiary registration pursuant to the above-authority will reduce financial burdens on these small-scale beekeepers and encourage compliance with state regulation requirements, as well as encourage participation in the Pollinator Program.

**NOW, THEREFORE, BE IT RESOLVED** by the Napa County Board of Supervisors as follows:

1. The Board of Supervisors (“Board”) authorizes waiver of the apiary registration fee for hobbyist beekeepers maintaining nine or fewer colonies, pursuant to Title 3, Section 2951 of the California Code of Regulations and Section 29044(a) of the Food and Agriculture Code; and
2. The Board hereby directs the Napa County Agricultural Commissioner to convey the Board’s waiver of the apiary registration fee for hobbyist beekeepers to the California Department of Food & Agriculture; and
3. The Board further directs the Chief Executive Officer or designee to revise the County’s Fee Matrix and any other, related documents and matrices consistent with this Resolution.

*[Remainder of page intentionally blank]*

**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED**  
by the Napa County Board of Supervisors, State of California, at a regular meeting of the Board  
held on the 27th day of January, 2026, by the following vote:

AYES: SUPERVISORS \_\_\_\_\_

\_\_\_\_\_

NOES: SUPERVISORS \_\_\_\_\_

\_\_\_\_\_

ABSTAIN: SUPERVISORS \_\_\_\_\_

NAPA COUNTY, a political subdivision of  
the State of California

By: \_\_\_\_\_  
AMBER MANFREE, Chair of the  
Board of Supervisors

APPROVED AS TO FORM Office of County Counsel By: <u>Ryan Fitzgerald (e-sign)</u> Deputy County Counsel Date: <u>January 12, 2026</u> Project ID: <u>13122155   Resolution</u>	APPROVED BY THE NAPA COUNTY BOARD OF SUPERVISORS Date: _____ Processed By: _____ Deputy Clerk of the Board	ATTEST: NEHA HOSKINS Clerk of the Board of Supervisors By: _____
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# Napa County

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Board of Supervisors

**Agenda Date:** 1/27/2026

**File ID #:** 26-199

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**TO:** Board of Supervisors

**FROM:** Tracy A. Schulze - Auditor-Controller

**REPORT BY:** Georgina Panganiban - Deputy Auditor-Controller

**SUBJECT:** Napa County Local Transportation Fund Audit Report for Fiscal Year Ended June 30, 2025

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### **RECOMMENDATION**

Accept and file the Napa County Local Transportation Fund financial audit report for fiscal year ended June 30, 2025. (No Fiscal Impact, Mandatory)

### **BACKGROUND**

Brown Armstrong Accountancy Corporation has audited the financial statements of the Napa County Local Transportation Fund (LTF) for the year ended June 30, 2025. These statements are finalized in conjunction with the financial audit of the Napa Valley Transportation Authority (NVTA). The LTF provides NVTA funding for specific projects approved by the Metropolitan Transit Commission (MTC).

The audit report presented today was prepared in accordance with generally accepted auditing standards (GAAP) and in compliance with California Code of Regulations Title 21 Sections 6666 and 6667 as applicable. The report has an unqualified (clean) opinion, with no management comments. Once accepted, the report will be submitted to MTC.

Requested Action: Accept and file the report.

### **FISCAL & STRATEGIC PLAN IMPACT**

Is there a Fiscal Impact?	No
Is it Mandatory or Discretionary?	Mandatory
Is the general fund affected?	No

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Board of Supervisors	<b>Agenda Date:</b> 1/27/2026	<b>File ID #:</b> 26-199
Future fiscal impact:	None	
Consequences if not approved:		The County would not be in compliance with the California Code of Regulations

## **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.

**NAPA COUNTY  
LOCAL TRANSPORTATION FUND**

**FINANCIAL STATEMENTS  
AND  
INDEPENDENT AUDITOR'S REPORT**

**FOR THE FISCAL YEAR ENDED  
JUNE 30, 2025**

**NAPA COUNTY  
LOCAL TRANSPORTATION FUND  
JUNE 30, 2025**

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## INDEPENDENT AUDITOR'S REPORT

To the Honorable Members of the  
Board of Supervisors of Napa County  
Napa, California

### Report on the Audit of the Financial Statements

#### *Opinions*

We have audited the accompanying financial statements of the Local Transportation Fund (the Fund) of Napa County (the County), as of and for the fiscal year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the Fund's basic financial statements as listed in the table of contents. The June 30, 2024 summarized comparative information has been derived from the 2024 financial statements and is included for additional analysis only.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Fund of the County, as of June 30, 2025, and the respective changes in financial position thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

#### *Basis for Opinions*

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the County and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### *Emphasis of Matter*

As discussed, in Note 1, the financial statements present only the Fund and do not purport to, and do not, present fairly the financial position of the County as of June 30, 2025, or the changes in its financial position for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

#### *Responsibilities of Management for the Financial Statements*

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Fund's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

### ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the County's internal control relating to the Fund. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Fund's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### ***Supplementary Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Fund's basic financial statements. The Schedule of Allocations and Expenditures is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Schedule of Allocations and Expenditures is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

### **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated December 29, 2025, on our consideration of the County's internal control over financial reporting relating to the Fund and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance relating to the Fund and the results of that testing, and not to provide an opinion on the effectiveness of the County's internal control over financial reporting or on compliance relating to the Fund. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the County's internal control over financial reporting and compliance relating to the Fund.

BROWN ARMSTRONG  
ACCOUNTANCY CORPORATION

*Brown Armstrong  
Accountancy Corporation*

Bakersfield, California  
December 29, 2025

**NAPA COUNTY  
LOCAL TRANSPORTATION FUND  
STATEMENT OF ASSETS AND LIABILITIES  
JUNE 30, 2025  
(WITH COMPARATIVE TOTALS)**

	<u>2025</u>	<u>2024</u>
<b>Assets</b>		
Cash and Investments	\$ 6,801,465	\$ 7,455,009
Due from Other Governments	<u>316,463</u>	<u>1,816,786</u>
 Total Assets	 <u>\$ 7,117,928</u>	 <u>\$ 9,271,795</u>
<b>Liabilities</b>		
Accounts Payable	\$ -	\$ 271,617
Due to Other Governments	<u>7,117,928</u>	<u>9,000,178</u>
 Total Liabilities	 <u>\$ 7,117,928</u>	 <u>\$ 9,271,795</u>

The accompanying notes are an integral part of these financial statements.

**NAPA COUNTY  
LOCAL TRANSPORTATION FUND  
STATEMENT OF CHANGES IN ASSETS AND LIABILITIES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2025  
(WITH COMPARATIVE TOTALS)**

	<u>2025</u>	<u>2024</u>
<b>Additions</b>		
Sales Tax	\$ 11,376,529	\$ 11,531,919
Interest	144,076	103,066
Returned Allocations	<u>316,463</u>	<u>1,816,786</u>
 Total Additions	 <u>11,837,068</u>	 <u>13,451,771</u>
 <b>Deductions</b>		
County of Napa	56,883	57,660
City of Calistoga	150,000	-
City of St. Helena	50,000	-
Napa Valley Transportation Authority	13,064,257	13,142,374
Metropolitan Transportation Commission	<u>398,178</u>	<u>403,617</u>
 Total Deductions	 <u>13,719,318</u>	 <u>13,603,651</u>
 Change in Assets and Liabilities	 (1,882,250)	 (151,880)
 Due to Other Governments - Beginning of Year	 <u>9,000,178</u>	 <u>9,152,058</u>
 Due to Other Governments - End of Year	 <u>\$ 7,117,928</u>	 <u>\$ 9,000,178</u>

The accompanying notes are an integral part of these financial statements.

**NAPA COUNTY  
LOCAL TRANSPORTATION FUND  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2025**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of the Napa County Local Transportation Fund (the Fund) are prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). The Fund applies all relevant Governmental Accounting Standards Board (GASB) pronouncements.

**A. The Reporting Entity**

Napa County (the County) receives sales tax revenues generated within the County directly from the California Department of Tax and Fee Administration (CDTFA). These sales tax revenues are used for specified transportation and road improvement projects within the County. The Metropolitan Transportation Commission, as the regional transportation authoritative entity, authorizes and approves how these funds are to be spent. Generally, these funds are restricted to public transportation, bike path, and street and road improvement projects.

The financial statements are intended to present the financial position and changes in financial position of only those transactions attributable to the Fund and are not intended to present fairly the financial position and results of operations of the County in conformity with GAAP.

**B. Basis of Presentation**

**Government-Wide Financial Statements**

GASB Statement No. 34 implemented an additional set of statements called the government-wide financial statements consisting of the Statement of Net Position and the Statement of Activities. It also implemented a section entitled “Management’s Discussion and Analysis” (MD&A). Since these provisions of GASB Statement No. 34 apply to legally created state and local governmental entities and not to reports on individual funds such as this one, the MD&A, government-wide Statement of Net Position, and government-wide Statement of Activities have not been presented or included in these financial statements.

**Fund Financial Statements**

The accounts of the County are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, revenues, and expenditures or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

The Fund is a fiduciary fund specifically categorized as a Custodial Fund. Custodial Funds account for assets held by the County as an agent for others.

**C. Basis of Accounting**

Custodial funds are used to report resources held by the reporting government in a purely custodial capacity (assets equal liabilities). The accrual basis of accounting is used to determine the appropriate asset and liability accounts. The additions and deductions as provided in the supplemental information section are according to Metropolitan Transportation Commission’s requirements.

## **NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

### **D. Use of Estimates**

The preparation of the financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amount of revenue and expenses during the reporting period. Actual results could differ from these estimates.

## **NOTE 2 – DUE FROM OTHER GOVERNMENTS**

The Fund allocates monies to the Napa Valley Transportation Authority (NVTA) for transit purposes by way of an allocation instruction from the Metropolitan Transportation Commission. According to the provisions of Section 6634 of the Transportation Development Act, the NVTA is only eligible to receive Fund allocations to cover its actual operating cost, less state, federal, and other local grants; fare revenues; and other support. For the fiscal year ended June 30, 2025, the Fund allocations made to the NVTA resulted in the NVTA receiving Fund allocations of \$316,463 in excess of its operating cost and this amount was recorded as such on these financial statements.

## **NOTE 3 – DUE TO OTHER GOVERNMENTS**

The Fund is accounted for as a Custodial Fund. Custodial funds are used to report fiduciary activities that are not held in a trust. The financial statements are prepared using the economic resources measurement focus and the accrual basis of accounting. Additions are recognized when the underlying transaction occurs, and deductions are recognized when a liability to a beneficiary is incurred, regardless of the timing of related cash flows. The additions and deductions provided in the supplemental information section are presented in accordance with the Metropolitan Transportation Commission's requirements.

## **NOTE 4 – CASH AND INVESTMENTS**

The Fund maintains all of its cash and investments with the County Treasurer in a cash and investment pool. On a quarterly basis, the Treasurer allocates interest to participants based upon their average daily balances. Required disclosure information regarding the categorization of investments and other deposit and investment risk disclosures can be found in the County's financial statements. The County's financial statements may be obtained by contacting the County's Auditor-Controller's office at 1195 Third Street, Room B-10, Napa, CA 94559. The County Treasury Oversight Committee oversees the Treasurer's compliance with the County investment policy.

Required disclosures for the Fund's deposit and investment risks at June 30, 2025, are as follows:

Credit risk	Not rated
Custodial risk	Not applicable
Concentration of credit risk	Not applicable
Interest rate risk	Not applicable

Investments held in the County's investment pool are available on demand and are stated at cost plus accrued interest, which approximates fair value. The County has no deposit or investment policy that addresses a specific type of risk.

## **NOTE 5 – SUBSEQUENT EVENTS**

Subsequent events have been evaluated through December 29, 2025, which is the date that the financial statements were available to be issued. There were no subsequent events identified by management which would require disclosure in these financial statements.

## **SUPPLEMENTAL INFORMATION**

**NAPA COUNTY  
LOCAL TRANSPORTATION FUND  
SCHEDULE OF ALLOCATIONS AND EXPENDITURES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2025**

Entity/Public Utilities Code (PUC) Section	Allocations Outstanding June 30, 2024			2024/25			Allocations Outstanding June 30, 2025
	Allocated	Expended	Expired				
County of Napa							
99233.2	\$ -	\$ 56,883	\$ 56,883	\$ -	\$ -		
Total	-	56,883	56,883	-	-		
City of Calistoga							
99233.3	300,000	150,000	150,000	150,000	150,000		
Total	300,000	150,000	150,000	150,000	150,000		
City of St. Helena							
99233.3	50,000	-	50,000	-	-		
Total	50,000	-	50,000	-	-		
Napa Valley Transportation Authority (NVTA)							
99233.7/99275	25,907	594,996	493,012	25,907	101,984		
99260A	-	9,915,000	7,931,245	-	1,983,755		
99400C	-	810,200	810,200	-	-		
99400D	-	3,829,800	3,829,800	-	-		
Total	25,907	15,149,996	13,064,257	25,907	2,085,739		
Metropolitan Transportation Commission							
99233.2	-	398,178	398,178	-	-		
Total	-	398,178	398,178	-	-		
Grand Total	\$ 375,907	\$ 15,755,057	\$ 13,719,318	\$ 175,907	\$ 2,235,739		

## **OTHER REPORTS**

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS  
BASED ON AN AUDIT OF THE FINANCIAL STATEMENTS PERFORMED IN  
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Honorable Members of the  
Board of Supervisors of Napa County  
Napa, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Local Transportation Fund (the Fund) of Napa County (the County), as of and for the fiscal year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the Fund's basic financial statements, and have issued our report thereon dated December 29, 2025.

**Report on Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the County's internal control over financial reporting (internal control) relating to the Fund as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the County's internal control relating to the Fund. Accordingly, we do not express an opinion on the effectiveness of the County's internal control relating to the Fund.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

## **Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Fund's financial statements are free from material misstatement, we performed tests of the County's compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of This Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the County's internal control or on compliance relating to the Fund. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the County's internal control and compliance relating to the Fund. Accordingly, this communication is not suitable for any other purpose.

BROWN ARMSTRONG  
ACCOUNTANCY CORPORATION

*Brown Armstrong  
Accountancy Corporation*

Bakersfield, California  
December 29, 2025

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE OVER FINANCIAL  
REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN  
ACCORDANCE WITH THE STATUTES, RULES, AND REGULATIONS OF THE CALIFORNIA  
TRANSPORTATION DEVELOPMENT ACT AND THE ALLOCATION INSTRUCTIONS AND  
RESOLUTIONS OF THE METROPOLITAN TRANSPORTATION COMMISSION**

To the Honorable Members of the  
Board of Supervisors of Napa County  
Napa, California

We have audited the financial statements of the Local Transportation Fund (the Fund) of Napa County (the County), as of and for the fiscal year ended June 30, 2025, and have issued our report thereon dated December 29, 2025. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

**Compliance**

As part of obtaining reasonable assurance about whether the Fund's financial statements are free of material misstatement, we performed tests of the County's compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could have a direct and material effect on the financial statements. Additionally, we performed tests to determine that allocations made and expenditures paid by the Fund were made in accordance with the allocation instructions and resolutions of the Metropolitan Transportation Commission (MTC) and in conformance with the California Transportation Development Act (TDA). Specifically, we performed the tasks identified in the California Code of Regulations Section 6661 that are applicable to the Fund. Based on these procedures, we noted no instances of noncompliance with applicable statutes, rules, and regulations of the TDA and the allocation instructions and resolutions of the MTC.

**Restriction on Use**

This report is intended solely for the information and use of Napa County management, the Metropolitan Transportation Commission, the California Department of Transportation, and the California State Controller's Office and is not intended to be, and should not be, used by anyone other than these specified parties.

BROWN ARMSTRONG  
ACCOUNTANCY CORPORATION

*Brown Armstrong  
Accountancy Corporation*

Bakersfield, California  
December 29, 2025

To the Honorable Members of the  
Board of Supervisors of Napa County  
Napa, California

We have audited the financial statements of the Napa County Local Transportation Fund (LTF) as of and for the fiscal year ended June 30, 2025. Professional standards require that we provide you with information about our responsibilities under auditing standards generally accepted in the United States of America and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated June 3, 2025. Professional standards also require that we communicate to you the following information related to our audit.

### **Significant Audit Matters**

#### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the LTF are described in Note 1 to the financial statements. No new accounting policies were adopted, and the application of existing policies was not changed during the fiscal year ended June 30, 2025. We noted no transactions entered into by the LTF during the fiscal year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. We noted no significant accounting estimates that were particularly sensitive.

The financial statement disclosures are neutral, consistent, and clear.

#### *Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

#### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. There were no such misstatements.

#### *Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

#### *Management Representations*

We have requested certain representations from management that are included in the management representation letter dated December 29, 2025.

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**BAKERSFIELD**  
4200 Truxtun Avenue, Suite 300  
Bakersfield, CA 93309  
661-324-4971

**FRESNO**  
10 River Park Place East, Suite 208  
Fresno, CA 93720  
559-476-3592

**STOCKTON**  
2423 West March Lane, Suite 202  
Stockton, CA 95207  
209-451-4833

*Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to the LTF’s financial statements or a determination of the type of auditor’s opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

*Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each fiscal year prior to retention as the LTF’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

**Other Matters**

We were engaged to report on the Schedule of Allocations and Expenditures, which accompanies the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

**Restriction on Use**

This information is intended solely for the information and use of the Board of Supervisors and management of the LTF and is not intended to be, and should not be, used by anyone other than these specified parties.

BROWN ARMSTRONG  
ACCOUNTANCY CORPORATION

*Brown Armstrong  
Accountancy Corporation*

Bakersfield, California  
December 29, 2025



# Napa County

## Board Agenda Letter

1195 THIRD STREET  
SUITE 310  
NAPA, CA 94559  
[www.napacounty.gov](http://www.napacounty.gov)  
Main: (707) 253-4580

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Board of Supervisors

**Agenda Date:** 1/27/2026

**File ID #:** 26-201

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**TO:** Board of Supervisors

**FROM:** Tracy A. Schulze - Auditor-Controller

**REPORT BY:** Georgina Panganiban - Deputy Auditor-Controller

**SUBJECT:** Appropriation Limit Agreed-Upon Procedure Report for the Fiscal Year Ended June 30, 2025

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### **RECOMMENDATION**

Accept and file the Appropriation Limit agreed-upon procedure report for fiscal year ended June 30, 2025. (No Fiscal Impact; Mandatory)

### **BACKGROUND**

California Proposition 4 (1979), also known as the Gann limit, was approved by voters to limit state and local spending capped at 1978-79 levels, adjusted for changes in population and inflation. Section 1.5 of Article XIIIIB of the California Constitution requires the annual calculation of appropriation limits for the County be reviewed as part of the financial audit. The County contracted with Brown Armstrong Accountancy Corporation to review the calculation. The calculation for fiscal year 2024-25 was confirmed with no exceptions or findings.

Requested Action: Accept and file the Report

### **FISCAL & STRATEGIC PLAN IMPACT**

Is there a Fiscal Impact?	No
Is it Mandatory or Discretionary?	Mandatory
Is the general fund affected?	No
Future fiscal impact:	None
Consequences if not approved:	The County would not be in compliance with Section 1.5 of Article XIIIIB of the California Constitution.

### **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.

## INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

To the Board of Supervisors  
County of Napa, California

We have performed the procedures enumerated below, on evaluating management's assertion about the County of Napa's (the County) compliance with requirements of Section 1.5 of Article XIIIIB of the California Constitution during the fiscal year ended June 30, 2025, included in the accompanying Appropriations Limit Worksheet. Management is responsible for the County's compliance with those requirements. The County has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are as follows:

- 1) We obtained the County's completed Appropriations Limit Worksheet and determined that the limit and annual adjustment factors were adopted by resolution of the Board of Supervisors. We also determined that the population and inflation options were selected by a recorded vote of the Board of Supervisors. We noted no exceptions as a result of this procedure.
- 2) We agreed the June 30, 2025, Appropriations Limit presented in the accompanying Appropriations Limit Worksheet to the June 30, 2025, Appropriations Limit as adopted by the Board of Supervisors. We noted no exceptions as a result of this procedure.
- 3) We agreed the fiscal year 2025 information presented in the accompanying Appropriations Limit Worksheet to the supporting worksheets designed and prepared by the County. We noted no exceptions as a result of this procedure.
- 4) For the accompanying Appropriations Limit Worksheet, we added the June 30, 2024, limit to the total fiscal year 2025 annual adjustment and agreed the resulting amount to the June 30, 2025, limit. We noted no exceptions as a result of this procedure.

We were engaged by the County to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to, and did not, conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on management's assertion. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the County and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely for the information and use of management and the Board of Supervisors of the County of Napa, California, and is not intended to be, and should not be, used by anyone other than these specified parties.

BROWN ARMSTRONG  
ACCOUNTANCY CORPORATION

*Brown Armstrong  
Accountancy Corporation*

Bakersfield, California  
December 16, 2025

**COUNTY OF NAPA  
APPROPRIATIONS LIMIT WORKSHEET  
JUNE 30, 2025**

Appropriations limit at June 30, 2024	\$ 2,945,598,329
<b>Adjustment factors*:</b>	
Population factor (percent change within Incorporated Napa, per California Department of Finance (DOF))	1.0047
Non-residential new construction factor (percent of Assessed Value growth from new non-residential construction, per Article XIII-B/League guidelines)	<u>1.0563</u>
Total adjustment factor	<u>1.0613</u>
Annual adjustment	<u>180,493,453</u>
Appropriations limit at June 30, 2025	<u><u>\$ 3,126,091,782</u></u>

\*All adjustment factors are rounded to the 4th decimal.



# Napa County

## Board Agenda Letter

1195 THIRD STREET  
SUITE 310  
NAPA, CA 94559  
[www.napacounty.gov](http://www.napacounty.gov)  
Main: (707) 253-4580

Board of Supervisors

**Agenda Date:** 1/27/2026

**File ID #:** 26-202

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**TO:** Board of Supervisors

**FROM:** Tracy Schulze - Auditor-Controller

**REPORT BY:** Georgina Panganiban - Deputy Auditor-Controller

**SUBJECT:** Annual Comprehensive Financial Report and Single Audit Report for Fiscal Year Ending June 30, 2025

---

### **RECOMMENDATION**

Accept and file the Annual Comprehensive Financial Report (ACFR) and the Single Audit Report - Schedule of Expenditures of Federal Awards (SEFA), for fiscal year ended June 30, 2025.

### **BACKGROUND**

California Government Code Section 25250 addresses the requirements of the County to have an examination of the financial statements in accordance with generally accepted auditing standards. The Annual Comprehensive Financial Report for the fiscal year ended June 30, 2025 is presented to you today and includes an unmodified (clean) opinion from the County's external auditors, Brown Armstrong Accountancy Corporation.

The ACFR is organized with five main sections: (1) the Introductory Section, including the Transmittal Letter signed by Auditor-Controller, Tracy Schulze, and Chief Executive Officer, Ryan Alsop, (2) the Financial Section, including the Audit Opinion and Management's Discussion and Analysis (MD&A), (3) the required Basic Financial Statements Section and note disclosures, and required supplementary information, (4) the Supplementary Information Section on non-major funds, enterprise funds and internal service funds, and (5) the Statistical Section. The ACFR is an excellent resource for County's financial and statistical information.

On January 15, 2026, the Auditor-Controller submitted the County's ACFR to the Government Finance Officers Association (GFOA) to participate in the Certificate of Achievement for Excellence In Financial Reporting Program. Each ACFR submitted to GFOA for consideration is reviewed by three independent reviewers and rated on various criteria within 17 different areas of the report including compliance with over 100 Governmental Accounting Standards required for transparent and accurate financial reporting. The County has received the GFOA Certificate of Achievement for Excellence in Financial Reporting in each of the past 20 years. Due to the size of the report, the report is not attached, but will be made available to the public through

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the County's website.

California Government Code Section 12410.5 and Federal Code of Regulations 2 CFR 200.512 address the requirements of the County to prepare and file a Single Audit Report with the State Controller and Federal Audit Clearinghouse. The Single Audit is required for any governmental or non-profit entity that spends \$750,000 of federal funding in a single fiscal year (increases to \$1,000,000 for fiscal year 2025-26) and is comprised of additional testing and procedures to review the compliance and accurate reporting of each expenditure. During the fiscal year, the County had expenditures of approximately \$56.9 million in federal cash awards (including pass-throughs to subrecipients), continues tracking \$9.1 million in federal loan awards, and distributed \$1.8 million in non-cash assistance (nutrition assistance vouchers), for a total of approximately \$67.8 million in federal funding.

The Single Audit has been prepared based on federal guidelines and must be completed and accepted by the Board of Supervisors no later than March 31, 2026. The Single Audit for fiscal year ended June 30, 2025 presented to you today has an unmodified (clean) opinion from the County's external auditors, Brown Armstrong Accountancy Corporation. Additionally, there were no findings or questioned costs disclosed in the report for the audit year. A copy of this report is attached and will also be made available to the public through the County's website.

Requested Action: Accept and file the Annual Comprehensive Financial Report (ACFR) and the Single Audit Report - Schedule of Expenditures of Federal Awards (SEFA), for fiscal year ended June 30, 2025.

### **FISCAL & STRATEGIC PLAN IMPACT**

Is there a Fiscal Impact?	No
Is it Mandatory or Discretionary?	Mandatory
Is the general fund affected?	No
Future fiscal impact:	None
Consequences if not approved:	The County would not be in compliance with the California Constitution of Federal Regulations

### **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.

**COUNTY OF NAPA  
SINGLE AUDIT REPORT  
JUNE 30, 2025**

**COUNTY OF NAPA  
SINGLE AUDIT REPORT  
FOR THE YEAR ENDED JUNE 30, 2025**

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## **REPORTS**

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS  
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN  
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

The Honorable Board of Supervisors and Grand Jury  
County of Napa  
Napa, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the County of Napa, California (the County), as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the County's basic financial statements, and have issued our report thereon dated January 15, 2026.

**Report on Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the County's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the County's internal control. Accordingly, we do not express an opinion on the effectiveness of the County's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements, on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

## **Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the County's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of This Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the County's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

BROWN ARMSTRONG  
ACCOUNTANCY CORPORATION

*Brown Armstrong  
Accountancy Corporation*

Bakersfield, California  
January 15, 2026

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**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH  
MAJOR FEDERAL PROGRAM AND ON INTERNAL CONTROL OVER  
COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE**

The Honorable Board of Supervisors and Grand Jury  
County of Napa  
Napa, California

**Report on Compliance for Each Major Federal Program**

***Opinion on Each Major Federal Program***

We have audited the County of Napa, California's (the County) compliance with the types of compliance requirements identified as subject to audit in the U.S. Office of Management and Budget (OMB) *Compliance Supplement* that could have a direct and material effect on each of the County's major federal programs for the year ended June 30, 2025. The County's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the County complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2025.

***Basis for Opinion on Each Major Federal Program***

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the County and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the County's compliance with the compliance requirements referred to above.

***Responsibilities of Management for Compliance***

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the County's federal programs.

## ***Auditor's Responsibilities for the Audit of Compliance***

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the County's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the County's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with auditing standards generally accepted in the United States of America, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the County's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the County's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the County's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

## ***Report on Internal Control over Compliance***

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

#### **Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance**

We have audited the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information of the County, as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the County's basic financial statements. We issued our report thereon dated January 15, 2026, which contained unmodified opinions on those financial statements. Our audit was performed for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements.

The accompanying Schedule of Expenditures of Federal Awards and Supplementary Schedule of the California Office of Emergency Services and the Board of State and Community Corrections Grant Expenditures are presented for purposes of additional analysis as required by the Uniform Guidance and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Schedule of Expenditures of Federal Awards and Supplementary Schedule of the California Office of Emergency Services and the Board of State and Community Corrections Grant Expenditures are fairly stated in all material respects in relation to the basic financial statements as a whole.

BROWN ARMSTRONG  
ACCOUNTANCY CORPORATION

*Brown Armstrong  
Accountancy Corporation*

Bakersfield, California  
January 15, 2026

## **SCHEDULE**

**County of Napa**  
**Schedule of Expenditures of Federal Awards**  
**For the Year Ended June 30, 2025**

<b>Federal Grantor/Pass-Through Grantor/Program Title</b>	<b>Assistance Listing Number</b>	<b>Grant Identification Number</b>	<b>Expenditures</b>	<b>Expenditures to Subrecipients</b>
<b>U.S. Department of Agriculture</b>				
Passed through the State Department of Food and Agriculture:				
European Grapevine Moth	10.025	23-0729-016-SF	\$ 67,597	\$ -
European Grapevine Moth	10.025	24-0680-018-SF	178,017	-
Glassy Winged Sharpshooter	10.025	23-0529-025-SF	148,530	-
Asian Citrus Psyllid	10.025	24-0236-012-SF	18,863	-
Pest Detection	10.025	24-0132-024-SF	69,080	-
Sudden Oak Death	10.025	24-0388-029-SF	1,535	-
Subtotal 10.025			<u>483,622</u>	-
Passed through the State Department of Education:				
School Breakfast Program	10.553	2012-SN-28-R	14,850	-
National School Lunch Program	10.555	2012-SN-28-R	28,251	-
Subtotal 10.553 and 10.555 (Child Nutrition Cluster)			<u>43,101</u>	-
Passed through the State Department of Public Health:				
WIC Supplemental Nutrition Program	10.557	22-10264 A04	1,491,920	-
WIC Farmers' Market Nutrition Program (FMNP)	10.572	22-10264 A04	572	-
Nutrition Education and Obesity Prevention	10.561	23-10330	203,233	191,282
Passed through the State Department of Social Services:				
State Administrative Matching Grants for the Supplemental Nutrition Assistance Program	10.561	-	4,586,009	-
Subtotal 10.561 (SNAP Cluster)			<u>4,789,242</u>	<u>191,282</u>
<b>Total U.S. Department of Agriculture</b>			<b><u>6,808,457</u></b>	<b><u>191,282</u></b>
<b>U.S. Department of Housing and Urban Development</b>				
Direct Programs:				
Homeless Management Information System (HMIS) 2023	14.267	CA0289L9T172213	35,887	35,887
Permanent Supportive Housing Consolidated (PSH) 2023	14.267	CA0293L9T172215	407,141	407,141
Coordinated Assessments 2023	14.267	CA1415L9T172207	19,054	-
Continuum of Care (CoC) Planning 2023	14.267	CA1482L9T172207	50,000	50,000
Subtotal 14.267			<u>512,082</u>	<u>493,028</u>
<b>Total U.S. Department of Housing and Urban Development</b>			<b><u>512,082</u></b>	<b><u>493,028</u></b>
<b>U.S. Department of the Interior</b>				
Direct Programs:				
Payment in Lieu of Taxes (PILT)	15.226	-	209,102	-
Recreation Resources Management - Lake Berryessa	15.524	R23AC00580-01	185,653	-
<b>Total U.S. Department of the Interior</b>			<b><u>394,755</u></b>	<b><u>-</u></b>
<b>U.S. Department of Justice</b>				
Direct Programs:				
Domestic Cannabis Eradication/Suppression Program (DCESP)	16.U01	2024-27	38,669	-
Domestic Cannabis Eradication/Suppression Program (DCESP)	16.U02	2025-27	26,532	-
Subtotal 16.000			<u>65,201</u>	-
Passed through Governor's Office of Emergency Services, California:				
Victim Witness Assistance Program	16.575	VW23140280	25,072	-
Victim Witness Assistance Program	16.575	VW24033001	180,829	-
Unserved/Underserved Victim Advocacy and Outreach Program	16.575	UV23020280	103,557	-
Unserved/Underserved Victim Advocacy and Outreach Program	16.575	UV24033001	20,896	-
County Victim Services Program	16.575	XC23060280	100,269	-
Subtotal 16.575			<u>430,623</u>	-
Violence Against Women Vertical Prosecution Program	16.588	VV23010280	148,746	-
Violence Against Women Vertical Prosecution Program	16.588	VV24033001	82,230	-
Subtotal 16.588			<u>230,976</u>	-
<b>Total U.S. Department of Justice</b>			<b><u>726,800</u></b>	<b><u>-</u></b>

See Accompanying Notes to Schedule of Expenditures of Federal Awards.

**County of Napa**  
**Schedule of Expenditures of Federal Awards (Continued)**  
**For the Year Ended June 30, 2025**

<b>Federal Grantor/Pass-Through Grantor/Program Title</b>	<b>Assistance Listing Number</b>	<b>Grant Identification Number</b>	<b>Expenditures</b>	<b>Expenditures to Subrecipients</b>
<b>U.S. Department of Transportation</b>				
Direct Programs:				
Airport Improvement Program	20.106	AIP-3-06-0162-047-2024	3,590,285	-
Passed through the State Office of Traffic Safety:				
Intensive Probation Supervision for High Risk Felony & Repeat Offenders	20.608	AL24016	72,499	-
Intensive Probation Supervision for High Risk Felony & Repeat Offenders	20.608	AL25023	136,974	-
Subtotal 20.608			209,473	-
Passed through the State Department of Transportation:				
Highway Planning and Construction - Dry Creek Road	20.205	BRLO-5921(061)	1,144,526	-
Highway Planning and Construction - Greenwood Ave over Garnett Creek	20.205	BRLO-5921 (068)	51,231	-
Highway Planning and Construction - Chiles-Pope Valley Road	20.205	BRLS-5921 (074)	4,533,289	-
Highway Planning and Construction - Guardrail Upgrades within 1.1 Miles of Napa County	20.205	HSIPL-5921 (089)	34,637	-
Highway Planning and Construction - Napa Valley Vine Trail - Yountville to St. Helena	20.205	CPFCDS-5921 (091)	1,554,939	-
Highway Planning and Construction - Conn Valley Road Bridge over Conn Creek Replacement	20.205	BRLO-5921 (094)	6,349	-
Subtotal 20.205			7,324,971	-
<b>Total U.S. Department of Transportation</b>			<b>11,124,729</b>	<b>-</b>
<b>U.S. Department of the Treasury</b>				
Direct Programs:				
Coronavirus State and Local Fiscal Recovery Funds (ARPA)	21.027	-	3,717,224	392,073
<b>Total U.S. Department of the Treasury</b>			<b>3,717,224</b>	<b>392,073</b>
<b>Institute of Museum and Library Services</b>				
Passed through the Public Library Association:				
Family Engagement Grant Program	45.312	-	29,124	-
<b>Total Institute of Museum and Library Services</b>			<b>29,124</b>	<b>-</b>
<b>U.S. Department of Health and Human Services</b>				
Passed through the State Department of Public Health:				
Centers For Disease Control and Prevention: Bioterrorism	93.069	22-10666	186,841	-
Tuberculosis Grant	93.116	2428BASE00	26,596	-
Immunization Subvention	93.268	22-11042	184,640	-
COVID-19 ELC Enhancing Detection Expansion Funding	93.521	COVID-19ELC86	416,910	-
Hospital Preparedness Program (HPP)	93.889	22-10666	180,011	-
HIV Care (ADAP)	93.917	23-10137	11,275	-
California Strengthening Public Health Initiative (CASPHI)	93.967	CASPHI0027	397,564	-
Maternal, Child and Adolescent Health (MCAH)	93.994	202428	104,938	-
Passed through the State Department of Health Care Services:				
Projects for Assistance in Transition from Homelessness (PATH)	93.150	200339B	33,538	-
California Children's Services - Administrative (CHIP) Title XXI (OTLICP)	93.767	-	124,413	-
Medical Assistance Programs				
Health Care Program for Children in Foster Care (HCPCFC)	93.778	-	271,834	-
California Children's Services - Administrative (Title XIX) MC Children	93.778	-	332,661	-
California Children's Services - (Title XIX) Monitoring and Oversight	93.778	-	9,241	-
County-Based Medi-Cal Administrative Activities	93.778	22-20016	758,786	-
Mental Health Medi-Cal Administrative Activities	93.778	-	579,458	-
Mental Health Medi-Cal Billing Administration	93.778	-	674,811	-
Alcohol and Drug Medi-Cal Billing Administration	93.778	-	190,287	-
Medi-Cal Utilization Review	93.778	-	673,508	-
Medi-Cal Eligibility Determination - Social Services	93.778	-	5,009,300	196,635
Adult Protective Service (APS/CSBG)	93.778	-	1,015,224	-
In-Home Supportive Services Administrative (IHSS)	93.778	-	2,142,451	-
Child Welfare Services (CWS)	93.778	-	1,255,594	-
Providing Access and Transforming Health (PATH)	93.778	1523877	30,488	-
Passed through the State Department of Veterans Affairs:				
Veteran's Medi-Cal Cost Avoidance	93.778	-	206,138	-
Subtotal 93.778 (Medicaid Cluster)			13,149,781	196,635

See Accompanying Notes to Schedule of Expenditures of Federal Awards.

**County of Napa**  
**Schedule of Expenditures of Federal Awards (Continued)**  
**For the Year Ended June 30, 2025**

<b>Federal Grantor/Pass-Through Grantor/Program Title</b>	<b>Assistance Listing Number</b>	<b>Grant Identification Number</b>	<b>Expenditures</b>	<b>Expenditures to Subrecipients</b>
<b>U.S. Department of Health and Human Services (Continued)</b>				
Passed through the State Department of Health Care Services:				
Substance Abuse and Mental Health Services Administration Programs:				
Block Grants for Community Mental Health Services	93.958	210061B	604,063	485,347
COVID-19 Block Grants for Community Mental Health Services	93.958	210061B	181,669	140,482
Crisis Care Mobile Units (CCMU)	93.958	21-10349	166,667	-
Subtotal 93.958			952,399	625,829
Substance Use Prevention, Treatment, and Recovery Services Block Grant (SUBG)	93.959	-	974,010	716,842
COVID-19 Substance Use Prevention, Treatment, and Recovery Services Block Grant (SUBG)	93.959	-	213,679	30,423
Passed through the Tulare County Office of Education:				
Friday Night Live	93.959	230342-A	9,000	-
Subtotal 93.959			1,196,689	747,265
Passed through the State Department of Social Services:				
Kin-Gap Assistance	93.090	-	33,275	-
Kin-Gap - Administrative	93.090	-	2,802	-
Subtotal 93.090			36,077	-
Title IV-E Prevention Program	93.472	-	2,973	-
Promoting Safe and Stable Families	93.556	-	63,405	22,966
Temporary Assistance for Needy Families:				
CalWORKs - Administrative	93.558	-	3,873,651	577,067
Emergency Assistance TANF	93.558	-	430,618	28,067
Subtotal 93.558 (TANF Cluster)			4,304,269	605,134
Community-Based Child Abuse Prevention Grants (CBCAP)	93.590	-	17,461	17,461
Adoption and Legal Guardianship Incentive Payments Program	93.603	-	9,878	-
Child Welfare Services - IV-B	93.645	-	34,748	-
Foster Care - Title IV-E:				
Foster Care - Title IV-E - Social Services	93.658	-	3,629,549	379,570
Foster Care - Title IV-E - Probation	93.658	-	109,621	-
Subtotal 93.658			3,739,170	379,570
Adoption Assistance	93.659	-	2,342,676	-
Child Welfare Services Title XX	93.667	-	90,832	-
Foster Care Assistance Title XX	93.667	-	186,576	94,558
In-Home Supportive Services (Public Authority)	93.667	-	711,606	-
Subtotal 93.667			989,014	94,558
Chafee Foster Care Independence Program	93.674	-	44,063	44,063
Adult Protective Services	93.747	-	15,628	-
Passed through the State Department of Child Support Services:				
Child Support Enforcement	93.563	-	2,483,769	-
Passed through Governor's Office of Emergency Services, California:				
Electronic Suspected Child Abuse Reporting System Program	93.643	ES23030280	63,488	-
<b>Total U.S. Department of Health and Human Services</b>			<b>31,112,214</b>	<b>2,733,481</b>
<b>U.S. Department of Homeland Security</b>				
Passed through Governor's Office of Emergency Services, California:				
2014 South Napa Earthquake	97.036	FEMA-4193-DR-CA	53,569	-
2019 Storm 4434	97.036	FEMA-4434-DR-CA	1,112,112	-
Subtotal 97.036			1,165,681	-

See Accompanying Notes to Schedule of Expenditures of Federal Awards.

**County of Napa**  
**Schedule of Expenditures of Federal Awards (Continued)**  
**For the Year Ended June 30, 2025**

<b>Federal Grantor/Pass-Through Grantor/Program Title</b>	<b>Assistance Listing Number</b>	<b>Grant Identification Number</b>	<b>Expenditures</b>	<b>Expenditures to Subrecipients</b>
<b>U.S. Department of Homeland Security (Continued)</b>				
Passed through Governor's Office of Emergency Services, California: (Continued)				
Hazard Mitigation Grants Program	97.039	HMGP-4482-691-71P	137,488	-
Hazard Mitigation Grants Program	97.039	FEMA-4301-75-12R	673,268	-
Hazard Mitigation Grants Program	97.039	FEMA-4619-DR-CA	4,901	-
Subtotal 97.039			815,657	-
Emergency Management Performance Grant	97.042	2023-0006	88,265	-
Emergency Management Performance Grant	97.042	2024-0050	31,490	-
Subtotal 97.042			119,755	-
Building Resilient Infrastructure & Communities (BRIC)	97.047	AP01565	237,203	-
Homeland Security Grant Program	97.067	2020-0095	28,032	-
Homeland Security Grant Program	97.067	2023-0042	117,444	-
Passed through the City and County of San Francisco:				
Bay Area Urban Areas Security Initiative	97.067	2022-0043	6,514	-
Bay Area Urban Areas Security Initiative	97.067	2024-5088	65,033	-
Subtotal 97.067			217,023	-
<b>Total U.S. Department of Homeland Security</b>			<b>2,555,319</b>	<b>-</b>
<b>Total Expenditures of Federal Awards Excluding Loans</b>			<b>\$ 56,980,704</b>	<b>\$ 3,809,864</b>
<u>Beginning Federal Loan Balances With a Continuing Compliance Requirement</u>				
<b>U.S. Department of Agriculture</b>				
Water and Waste Disposal Systems for Rural Communities (Water)	10.760	91-02	\$ 2,443,157	\$ -
Water and Waste Disposal Systems for Rural Communities (Sewer)	10.760	92-01	6,634,364	-
Subtotal 10.760			9,077,521	-
<u>Beginning Federal Loan Balances With a Continuing Compliance Requirement</u>				
<b>Total Expenditures of Federal Awards Including Loans</b>			<b>\$ 66,058,225</b>	<b>\$ 3,809,864</b>
<u>Non-Cash Assistance</u>				
<b>U.S. Department of Agriculture</b>				
Passed through the State Department of Public Health:				
WIC Supplemental Nutrition Program - Vouchers Redeemed	10.557	22-10264	\$ 1,765,007	\$ -
WIC Farmers' Market Nutrition Program (FMNP) - Vouchers Redeemed	10.572	22-10264	5,180	-
<b>Total Value of Non-Cash Assistance</b>			<b>\$ 1,770,187</b>	<b>\$ -</b>
<b>Total Expenditures of Federal Awards Including Loans and Value of Non-Cash Assistance</b>			<b>\$ 67,828,412</b>	<b>\$ 3,809,864</b>

See Accompanying Notes to Schedule of Expenditures of Federal Awards.

**County of Napa**  
**Notes to Schedule of Expenditures of Federal Awards**  
**For the Year Ended June 30, 2025**

**NOTE 1 – GENERAL**

The accompanying Schedule of Expenditures of Federal Awards (SEFA) presents the activity of all federal award programs of the County of Napa (County). The County's reporting entity is defined in Note 1 to the County's basic financial statements. Expenditures of federal awards received directly from federal agencies, as well as expenditures of federal awards passed through other governmental agencies, are included in the SEFA.

**NOTE 2 – BASIS OF ACCOUNTING**

The accompanying SEFA is presented using the modified accrual basis of accounting, except for the following program: Payments in Lieu of Taxes (15.226). For this program, revenues received during the year are considered earned and are subsequently reported as expenditures. The information on this schedule is prepared in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the County's basic financial statements.

**NOTE 3 – RELATIONSHIP TO FINANCIAL STATEMENTS**

Federal award expenditures reported in the accompanying SEFA agree, or can be reconciled, in all material respects, to amounts reported in the County's basic financial statements.

**NOTE 4 – INDIRECT COSTS**

The County elected to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance for the following programs:

Program Title	Assistance Listing Number	Expenditures
Victim Witness Assistance	16.575	\$ 25,072
Unserved/Underserved Victim Advocacy and Outreach	16.575	20,896
County Victim Services	16.575	100,269
Electronic Suspected Child Abuse Reporting System	93.643	63,488

**NOTE 5 – ASSISTANCE LISTING NUMBER**

The assistance listing numbers, included in the accompanying SEFA, were determined based on the program name, review of the grant, or contract information. Assistance listing numbers are maintained on SAM.gov.

**NOTE 6 – GRANT IDENTIFICATION NUMBER**

The SEFA indicates the identifying grant or contract number assigned by the grantor, if available. When no identifying number is shown, the County determined that no identifying number is assigned for the program, or the County was unable to obtain an identifying number from the grantor.

## **NOTE 7 – NON-CASH ASSISTANCE**

The following assistance listing numbers also pertain to non-cash assistance, which has been included in the SEFA but not presented in the County's basic financial statements:

*10.557 WIC Supplemental Nutrition Program – Vouchers Redeemed* totaling \$1,765,007 are reported at the value of client purchases of authorized food products.

*10.572 WIC Farmers' Market Nutrition Program (FMNP) – Vouchers Redeemed* totaling \$5,180 are reported at the value of client purchases of authorized food products.

## **NOTE 8 – LOANS OUTSTANDING**

### *Water and Waste Disposal Systems for Rural Communities*

Beginning in fiscal year 2012-13, the Napa Berryessa Resort Improvement District (NBRID) received a loan from the United States Department of Agriculture to fund water and wastewater improvements. The funding was provided by the Rural Utilities Service under ALN 10.760. NBRID was awarded two Rural Development Loans repayable under the terms of the agreement. The following schedule presents the amount of loan balance outstanding for each project at June 30, 2025.

	Water	Sewer
Loan Balance, Outstanding July 1, 2024	\$ 2,443,157	\$ 6,634,364
Total Principal Repayments	<u>(56,000)</u>	<u>(152,000)</u>
Loan Balance, Outstanding June 30, 2025	<u>\$ 2,387,157</u>	<u>\$ 6,482,364</u>

## **NOTE 9 – CALIFORNIA DEPARTMENT OF TRANSPORTATION**

The County participated in the Federal Apportionment Exchange Program and State Match Program. Federal Regional Surface Transportation (RSTP) funds were exchanged for nonfederal State Highway Account Funds as follows:

Program	Contract	State Expenditures
RSTP Exchange	X24-5921 (097)	\$ 237,648
State Match	X24-5921 (097)	<u>100,000</u>
Total		<u>\$ 337,648</u>

## **FINDINGS AND QUESTIONED COSTS**

**County of Napa  
Schedule of Findings and Questioned Costs  
For the Year Ended June 30, 2025**

**SECTION 1**

**SUMMARY OF AUDITOR'S RESULTS**

*Financial Statements*

1. Type of auditor's report issued: Unmodified
2. Internal control over financial reporting:
  - a. Material weakness identified? \_\_\_\_\_ Yes  No
  - b. Significant deficiencies identified not considered to be material weaknesses? \_\_\_\_\_ Yes  No
3. Noncompliance material to financial statements noted? \_\_\_\_\_ Yes  No

*Federal Awards*

1. Internal control over major federal programs:
  - a. Material weakness identified? \_\_\_\_\_ Yes  No
  - b. Significant deficiencies identified not considered to be material weaknesses? \_\_\_\_\_ Yes  No
2. Type of auditor's report issued on compliance for major programs: Unmodified
3. Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? \_\_\_\_\_ Yes  No
4. Identification of major programs:

Assistance Listing Numbers   Name of Federal Program or Cluster

20.106	Airport Improvement Program
21.027	Coronavirus State and Local Fiscal Recovery Funds
93.558	Temporary Assistance for Needy Families
93.563	Child Support Services
93.658	Foster Care Title IV-E

5. Dollar threshold used to distinguish between Type A and Type B programs: \$2,033,192
6. Auditee qualified as low-risk auditee under the Uniform Guidance? \_\_\_\_\_ Yes  No

**County of Napa  
Schedule of Findings and Questioned Costs (Continued)  
For the Year Ended June 30, 2025**

**SECTION 2**

**FINANCIAL STATEMENT FINDINGS**

None noted.

**SECTION 3**

**FEDERAL AWARD FINDINGS AND QUESTIONED COSTS**

None noted.

**County of Napa  
Summary Schedule of Prior Year Audit Findings  
For the Year Ended June 30, 2025**

None.

**County of Napa**  
**Supplementary Schedule of the California Office of Emergency Services**  
**and the Board of State and Community Corrections Grant Expenditures**  
**For the Year Ended June 30, 2025**

Program	Expenditures Claimed			Share of Expenditures		
	For the Period through June 30, 2024	For the Year Ended June 30, 2025	Cumulative as of June 30, 2025	Current Year		
				Federal Share	State Share	County Share
Victim Witness Assistance Program; VW21120280						
Personnel services	\$ 343,991	\$ -	\$ 343,991	\$ -	\$ -	\$ -
Operating expenses	89,057	-	89,057	-	-	-
<b>Totals</b>	<b>\$ 433,048</b>	<b>\$ -</b>	<b>\$ 433,048</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Victim Witness Assistance Program; VW22130280						
Personnel services	\$ 321,761	\$ -	\$ 321,761	\$ -	\$ -	\$ -
Operating expenses	79,571	-	79,571	-	-	-
<b>Totals</b>	<b>\$ 401,332</b>	<b>\$ -</b>	<b>\$ 401,332</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Victim Witness Assistance Program; VW23140280						
Personnel services	\$ 352,276	\$ 9,295	\$ 361,571	\$ 9,295	\$ -	\$ -
Operating expenses	23,273	15,777	39,050	15,777	-	-
<b>Totals</b>	<b>\$ 375,549</b>	<b>\$ 25,072</b>	<b>\$ 400,621</b>	<b>\$ 25,072</b>	<b>\$ -</b>	<b>\$ -</b>
Victim Witness Assistance Program; VW24033001						
Personnel services	\$ -	\$ 367,356	\$ 367,356	\$ 176,443	\$ 190,913	\$ -
Operating expenses	-	4,386	4,386	4,386	-	-
<b>Totals</b>	<b>\$ -</b>	<b>\$ 371,742</b>	<b>\$ 371,742</b>	<b>\$ 180,829</b>	<b>\$ 190,913</b>	<b>\$ -</b>
Unserved/Underserved Victim Advocacy and Outreach Program; UV21040280						
Personnel services	\$ 118,487	\$ -	\$ 118,487	\$ -	\$ -	\$ -
Operating expenses	12,971	-	12,971	-	-	-
<b>Totals</b>	<b>\$ 131,458</b>	<b>\$ -</b>	<b>\$ 131,458</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Unserved/Underserved Victim Advocacy and Outreach Program; UV21060280						
Personnel services	\$ 163,741	\$ -	\$ 163,741	\$ -	\$ -	\$ -
Operating expenses	41,816	-	41,816	-	-	-
<b>Totals</b>	<b>\$ 205,557</b>	<b>\$ -</b>	<b>\$ 205,557</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Unserved/Underserved Victim Advocacy and Outreach Program; UV22010280						
Personnel services	\$ 196,906	\$ -	\$ 196,906	\$ -	\$ -	\$ -
<b>Totals</b>	<b>\$ 196,906</b>	<b>\$ -</b>	<b>\$ 196,906</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Unserved/Underserved Victim Advocacy and Outreach Program; UV23020280						
Personnel services	\$ 93,278	\$ 91,733	\$ 185,011	\$ 91,733	\$ -	\$ -
Operating expenses	16,722	27,920	44,642	11,824	-	16,096
<b>Totals</b>	<b>\$ 110,000</b>	<b>\$ 119,653</b>	<b>\$ 229,653</b>	<b>\$ 103,557</b>	<b>\$ -</b>	<b>\$ 16,096</b>
Unserved/Underserved Victim Advocacy and Outreach Program; UV24033001						
Personnel services	\$ -	\$ 110,195	\$ 110,195	\$ 20,896	\$ 88,017	\$ 1,282
Operating expenses	-	16,529	16,529	-	-	16,529
<b>Totals</b>	<b>\$ -</b>	<b>\$ 126,724</b>	<b>\$ 126,724</b>	<b>\$ 20,896</b>	<b>\$ 88,017</b>	<b>\$ 17,811</b>
County Victim Services Program; XC21040280						
Personnel services	\$ 86,841	\$ -	\$ 86,841	\$ -	\$ -	\$ -
Operating expenses	70,173	-	70,173	-	-	-
<b>Totals</b>	<b>\$ 157,014</b>	<b>\$ -</b>	<b>\$ 157,014</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
County Victim Services Program; XC22050280						
Personnel services	\$ 112,984	\$ -	\$ 112,984	\$ -	\$ -	\$ -
Operating expenses	44,714	-	44,714	-	-	-
<b>Totals</b>	<b>\$ 157,698</b>	<b>\$ -</b>	<b>\$ 157,698</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
County Victim Services Program; XC23060280						
Personnel services	\$ 38,520	\$ 85,013	\$ 123,533	\$ 85,013	\$ -	\$ -
Operating expenses	18,644	26,508	45,152	15,256	-	11,252
<b>Totals</b>	<b>\$ 57,164</b>	<b>\$ 111,521</b>	<b>\$ 168,685</b>	<b>\$ 100,269</b>	<b>\$ -</b>	<b>\$ 11,252</b>
County Victim Services Program; KC21050280						
Personnel services	\$ 6,000	\$ -	\$ 6,000	\$ -	\$ -	\$ -
Operating expenses	200,000	-	200,000	-	-	-
<b>Totals</b>	<b>\$ 206,000</b>	<b>\$ -</b>	<b>\$ 206,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**County of Napa**  
**Supplementary Schedule of the California Office of Emergency Services**  
**and the Board of State and Community Corrections Grant Expenditures (Continued)**  
**For the Year Ended June 30, 2025**

Program	Expenditures Claimed			Share of Expenditures		
	For the Period through June 30, 2024	For the Year Ended June 30, 2025	Cumulative as of June 30, 2025	Federal Share	State Share	County Share
<b>Electronic Suspected Child Abuse Reporting System Program; ES21010280</b>						
Personnel services	\$ 98,575	\$ -	\$ 98,575	\$ -	\$ -	\$ -
Operating expenses	4,764	-	4,764	-	-	-
<b>Totals</b>	<b>\$ 103,339</b>	<b>\$ -</b>	<b>\$ 103,339</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Electronic Suspected Child Abuse Reporting System Program; ES22020280</b>						
Personnel services	\$ 89,189	\$ -	\$ 89,189	\$ -	\$ -	\$ -
Operating expenses	13,960	-	13,960	-	-	-
<b>Totals</b>	<b>\$ 103,149</b>	<b>\$ -</b>	<b>\$ 103,149</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Electronic Suspected Child Abuse Reporting System Program; ES23030280</b>						
Personnel services	\$ 7,749	\$ 57,717	\$ 65,466	\$ 57,717	\$ -	\$ -
Operating expenses	775	5,771	6,546	5,771	-	-
<b>Totals</b>	<b>\$ 8,524</b>	<b>\$ 63,488</b>	<b>\$ 72,012</b>	<b>\$ 63,488</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Family Justice Center Program; FJ21010280</b>						
Personnel services	\$ 113,392	\$ -	\$ 113,392	\$ -	\$ -	\$ -
Operating expenses	95,295	-	95,295	-	-	-
<b>Totals</b>	<b>\$ 208,687</b>	<b>\$ -</b>	<b>\$ 208,687</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Family Justice Center Program; FJ23020280</b>						
Personnel services	\$ 28,927	\$ 125,472	\$ 154,399	\$ -	\$ 125,472	\$ -
Operating expenses	5,390	23,988	29,378	-	23,988	-
<b>Totals</b>	<b>\$ 34,317</b>	<b>\$ 149,460</b>	<b>\$ 183,777</b>	<b>\$ -</b>	<b>\$ 149,460</b>	<b>\$ -</b>
<b>Violence Against Women Vertical Prosecution; VV23010280</b>						
Personnel services	\$ 65,075	\$ 187,985	\$ 253,060	\$ 148,746	\$ -	\$ 39,239
<b>Totals</b>	<b>\$ 65,075</b>	<b>\$ 187,985</b>	<b>\$ 253,060</b>	<b>\$ 148,746</b>	<b>\$ -</b>	<b>\$ 39,239</b>
<b>Violence Against Women Vertical Prosecution; VV24033001</b>						
Personnel services	\$ -	\$ 112,798	\$ 112,798	\$ 82,230	\$ -	\$ 30,568
<b>Totals</b>	<b>\$ -</b>	<b>\$ 112,798</b>	<b>\$ 112,798</b>	<b>\$ 82,230</b>	<b>\$ -</b>	<b>\$ 30,568</b>

To the Board of Supervisors and Grand Jury  
County of Napa  
Napa, California

We have audited the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information of the County of Napa (the County) as of and for the year ended June 30, 2025. Professional standards require that we provide you with information about our responsibilities under auditing standards generally accepted in the United States of America, *Government Auditing Standards*, and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated June 3, 2025. Professional standards also require that we communicate to you the following information related to our audit.

### **Significant Audit Matters**

#### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the County are described in Note 1 to the financial statements. As described in Note 1 to the financial statements, the County adopted Governmental Accounting Standards Board (GASB) Statement No. 101, *Compensated Absences* and GASB Statement No. 102, *Certain Risk Disclosures* during the year ended June 30, 2025. We noted no transactions entered into by County during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the County's financial statements were:

- Management's estimates of the net other postemployment benefits (OPEB) liability; net pension liability; and related pension expense, deferred inflows of resources, and deferred outflows of resources are based on the most recent actuarial valuations. We evaluated the key factors and assumptions used to develop these estimates in determining that they are reasonable in relation to the financial statements taken as a whole.
- Management's estimates of the County's liabilities for self-insurance and depreciation expense are based on actuarial valuations and historical data. We evaluated key factors and assumptions used to develop the estimates of the County's liabilities for self-insurance and depreciation expense in determining that they are reasonable in relation to the financial statements as a whole.
- Management's estimate of the compensated absences liability is based on employee leave accrual records and County policies, and reflects GASB Statement No. 101's requirement to recognize leave that is attributable to services already rendered, accumulates or is otherwise earned, and is more likely than not to be used for time off or otherwise paid or settled through cash or noncash means. The estimate includes sick leave to the extent it is more likely than not to be used/paid/settled (including provisions such as the 120-hour cap and potential

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**BAKERSFIELD**  
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Bakersfield, CA 93309  
661-324-4971

**FRESNO**  
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559-476-3592

**STOCKTON**  
2423 West March Lane, Suite 202  
Stockton, CA 95207  
209-451-4833

conversion for retiree insurance premiums), and is measured using employees' pay rates in effect at the financial statement date, including salary-related payments. We evaluated the underlying data, relevant policy provisions, historical usage/settlement experience, and management's methodology, including recalculation of the liability and related financial statement classification, in determining that the estimate is reasonable in relation to the financial statements taken as a whole.

- Management's estimate of the discount rate for the purpose of calculating the right-to-use lease and subscription-based information technology arrangement (SBITA) assets, lease and SBITA liabilities, lease and SBITA receivables, and deferred inflows relating to leases and SBITAs. We evaluated the key factors and assumptions used to develop the estimate of the discount rate for the purpose of calculating the right-to-use lease and SBITA assets, lease and SBITA liabilities, lease and SBITA receivables, and deferred inflows relating to leases and SBITAs in determining that it is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were:

- The disclosure of Compensated Absences in Note 1 to the financial statements.
- The disclosure of Long-Term Liabilities in Note 5 to the financial statements.
- The disclosure of Leases and SBITAs in Note 6 to the financial statements.
- The disclosure of Pension in Note 10 to the financial statements.
- The disclosure of OPEB in Note 11 to the financial statements.
- The disclosure of Risk Management in Note 14 to the financial statements.

The financial statement disclosures are neutral, consistent, and clear.

*Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

*Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. There were no such misstatements.

*Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

*Management Representations*

We have requested certain representations from management that are included in the management representation letter dated January 15, 2026.

*Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the County's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

*Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the County's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

## **Other Matters**

We applied certain limited procedures to Management's Discussion and Analysis, the Schedule of Changes in Net Pension Liability and Related Ratios, Schedule of the County's Proportionate Share of Net Pension Liability, Schedule of the County's Pension Contributions, Schedule of Changes in the Net Other Postemployment Benefits (OPEB) Liability and Related Ratios, Schedule of the County's OPEB Contributions, and Budgetary Comparison Schedules for major governmental funds, as listed in the table of contents, which are required supplementary information (RSI) that supplement the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report the combining and individual nonmajor fund financial statements and schedules, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the introductory and statistical sections, which accompany the financial statements but are not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

## **Restriction on Use**

This information is intended solely for the information and use of the Board of Supervisors, the Grand Jury, and management of the County and is not intended to be, and should not be, used by anyone other than these specified parties.

BROWN ARMSTRONG  
ACCOUNTANCY CORPORATION

*Brown Armstrong  
Accountancy Corporation*

Bakersfield, California  
January 15, 2026



# Napa County

## Board Agenda Letter

1195 THIRD STREET  
SUITE 310  
NAPA, CA 94559  
[www.napacounty.gov](http://www.napacounty.gov)  
Main: (707) 253-4580

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Board of Supervisors

**Agenda Date:** 1/27/2026

**File ID #:** 26-78

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**TO:** Board of Supervisors  
**FROM:** Neha Hoskins, Clerk of the Board  
**REPORT BY:** Anthony Williams, Senior Deputy Clerk of the Board  
**SUBJECT:** Approval of Minutes

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### **RECOMMENDATION**

Approval of minutes from the January 13, 2026 regular meeting. (No Fiscal Impact)



# Meeting Minutes

# **Napa County Board of Supervisors**

Joelle Gallagher, District 1  
Liz Alessio, District 2  
Anne Cottrell, District 3  
Amber Manfree, District 4  
Belia Ramos, District 5

This is a simultaneous meeting of the Board of Supervisors of Napa County, Napa County Public Improvement Corporation, Silverado Community Services District, Monticello Public Cemetery District, In-Home Supportive Services Public Authority of Napa County, Lake Berryessa Resort Improvement District, Napa Berryessa Resort Improvement District, Napa County Housing Authority, and the Napa County Groundwater Sustainability Agency.

<https://www.napacounty.gov/>

Tuesday, January 13, 2026

9:00 AM

**Board of Supervisors Chambers  
1195 Third Street, Third Floor**

## 1. CALL TO ORDER; ROLL CALL

**Present: Chair Anne Cottrell, Vice-Chair Amber Manfree, Supervisors Liz Alessio, Joelle Gallagher, and Belia Ramos. The meeting was called to order by Chair Anne Cottrell.**

## 2. PLEDGE OF ALLEGIANCE

## **Co-Founder of Napa Climate Now Chris Benz led the assembly in the Pledge of Allegiance.**

### 3. PET OF THE WEEK

#### A. Presentation of the Pet of the Week. (No Fiscal Impact)

26-11

Animal Shelter Supervisor Luis Ambriz presented the Pet of the Week (Nova).

## 4. ADMINISTRATIVE ITEMS

A. Election of Officers for Calendar Year 2026: 26-01

1. Board of Supervisors (Chair and Vice Chair)
2. Napa County Groundwater Sustainability Agency (Chair and Vice Chair)
3. Napa County Housing Authority (Chair, Vice Chair and Deputy Secretary)
4. In-Home Supportive Services Public Authority of Napa County (Chair, Vice Chair and Secretary)
5. Lake Berryessa Resort Improvement District (Chair and Vice Chair)
6. Monticello Public Cemetery District (Chair and Vice Chair)
7. Napa Berryessa Resort Improvement District (Chair and Vice Chair)
8. Napa County Public Improvement Corporation (President, Vice President, Treasurer and Secretary)
9. Silverado Community Services District (President and Vice President)

**Motion Text:** Elect Supervisor Amber Manfree as Chair/President; Supervisor Liz Alessio as Vice-Chair/Vice-President; Clerk of the Board Neha Hoskins as Secretary/Deputy Secretary; and Auditor-Controller Tracy Schulze as Treasurer.

**Voting Yes:** Ramos, Gallagher, Alessio, Manfree, and Cottrell

**Voting No:** None

**Recusals:** None

**Result:** Passed

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## 5. APPROVAL OF PROCLAMATIONS AND COMMENDATIONS

**Motion Text:** **Approve the Proclamations and Commendations.**

**Voting Yes:** **Alessio, Ramos, Gallagher, Cottrell, and Manfree**

**Voting No:** **None**

**Recusals:** **None**

**Result:** **Passed**

A. Proclamation recognizing Supervisor Anne Cottrell for her service and accomplishments as Board Chair in 2025. (No Fiscal Impact) [26-18](#)

**The Board of Supervisors presented the proclamation.**

**Supervisor Anne Cottrell received the proclamation and made presentation.**

**Discussion held.**

## 6. CONSENT CALENDAR

**Motion Text:** **Approve the Consent Calendar.**

**Voting Yes:** **Gallagher, Alessio, Cottrell, Ramos, and Manfree**

**Voting No:** **None**

**Recusals:** **None**

**Result:** **Passed**

Clerk of the Board

A. Approval of minutes from the December 16, 2025 regular meeting. (No Fiscal Impact) [26-12](#)

B. Reappoint James V. Jones, for an eleventh (11) term, as Trustee for the Bar Association, and Anthony Halstead, for a fifth (5) term, as Trustee for the Board of Supervisors, to the Napa County Law Library Board of Trustees with the terms of office to commence immediately and expire December 31, 2026. (No Fiscal Impact) [26-44](#)

C. Reappoint Peter Bartlett, for a second (2) term, to serve on the Napa Sanitation District Board of Directors as a Public Member with the term commencing immediately and expiring December 31, 2027. (No Fiscal Impact) [26-45](#)

D. Reappoint Frank J. Cabral, for a fifth (5) term, to serve as the Napa County representative on the Napa County Mosquito Abatement District Board of Trustees with a term of office to commence immediately and expire on December 31, 2027. (No Fiscal Impact) [26-48](#)

## Corrections

E. Declare certain items of personal property as surplus and no longer required for public use; and approve and authorize the Purchasing Agent to dispose of these items of property by donating them to Yolo County. (No Fiscal Impact) [26-05](#)

## County Counsel

F. Approve a Budget Amendment to increase appropriations in the Conflict Public Defender Budget for indigent defense costs. (Fiscal Impact: \$600,000 Expense; Not Budgeted; General Fund; Mandatory) [4/5 vote required] [26-08](#)

## County Fire Department

G. Approve and authorize Agreement No. 260248B with St. Helena Hospital, dba Adventist Health St. Helena Job Care for a 5-year term, to provide occupational health and safety medical services, including pre-placement physical examinations and annual fitness screenings. (Fiscal Impact: \$100,000 Expense; Fire Fund; Budgeted; Discretionary) [26-32](#)

**Enactment No:** **A-260248B**

## Housing &amp; Community Services

H. Approve and authorize the application and acceptance of U.S. Department of Housing & Urban Development Fiscal Year 2025 Continuum of Care Program Annual Funding Competition funding not to exceed \$1,000,000 to provide certain homeless services in future fiscal years. (Fiscal Impact: \$1,000,000 Revenue; Housing & Community Services Programs Fund; Not Budgeted; Discretionary) [26-09](#)

## Human Resources – Division of CEO's Office

I. Adopt a Resolution amending the Table and Index of Classes, the Departmental Allocation List for the County Executive Office, and appropriate personnel policies; and approve a Budget Amendment. (Fiscal Impact: \$270,000 Expense; Information Technology Services Fund; Not Budgeted; Discretionary) [4/5 vote required] [26-10](#)

**Enactment No:** **R-2026-01**

## Napa County Groundwater Sustainability Agency

J. Adopt a Resolution to amend the Napa County Groundwater Sustainability Agency's Conflict of Interest Code. (No Fiscal Impact) [26-79](#)

**Enactment No:** **R-2026-01 (NCGSA)**

## Public Works

K. Approve and authorize Amendment No. 1 to Agreement No. 230377B with Peterson Power Systems, Inc. dba Peterson CAT to update the scope of work, and to increase maximum compensation from \$131,762 to \$155,721 for generator maintenance and repair services. (Fiscal Impact: \$23,959 Expense; Various Funds; Budgeted; Discretionary)

[26-13](#)

Enactment No: **A-230377B Amend. 1**

7. PUBLIC COMMENT

**Three (3) people spoke during public comment.**

**8. BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS**

**Supervisor Belia Ramos** reported on both her and Chair Amber Manfree's attendance at the Metropolitan Transportation Commission (MTC) meeting on January 7, 2026, where they created the Public Transit Revenue Measure District. She also provided an update on the American Canyon Library renovations, where they will be hosting a Grand Reopening party on Saturday, January 31, 2026. Additionally on January 21, 2026, Supervisor Ramos will be at the Napa Little Theater moderating the League of Women Voters Community Bridges not Barriers Forum to discuss how to support immigrant communities. Lastly, Supervisor Ramos requested staff bring back a list that forecasts the upcoming Proclamations and Commendations for the Board of Supervisors review.

**Supervisor Joelle Gallagher** congratulated Anthony Halstead and Frank Cabral on their committee reappointments. She then provided a statement on Pacific Gas and Electric (PG&E) regarding rate increases and its impact on consumers and requested staff bring back a Resolution to oppose the proposed rate increases, and call for rate relief, affordability and utility accountability.

**Vice-Chair Liz Alessio** thanked Senator Christopher Cabaldon and Senator Sasha Perez who authored the SB299 bill. She then discussed the underground PG&E lines alongside Mount Veeder and provided some background information on contractual agreements and ongoing efforts. Vice-Chair Alessio then reported on a request from the Marin Clean Energy (MCE) board to sit on an adhoc committee to review the governance of the board. Lastly, she expressed her excitement at attending this year's National Association of Counties (NACo) conference.

**Supervisor Anne Cottrell** thanked a member of the public for her comments during the public comment section of the agenda and provided clarity. She then thanked several Napa County Departments for their interdepartmental collaborative work in District 3 during the holiday season. Next, she provided insight to members of the public regarding inquiries received concerning weather conditions and the effect on County roads and requested staff bring back a presentation of future road improvements at a future meeting. Supervisor Cottrell thanked the Calistoga Library for their collaborative efforts with the Calistoga School District to provide students with ID cards that provide access to the library functions. Lastly, Supervisor Cottrell alongside Assessor-Recorder John Tuteur will be on a panel for the Latino Leaders Roundtable event on January 23, 2026.

**Chair Amber Manfree** announced a prescribed burn meeting at Tucker Farm Center on January 14, 2026. She also provided a shoutout to Napa County Firewise for the clearing on Soda Canyon Road. She then mentioned the paving work done by the Napa County Public Works Department at both Soda Canyon Road and Cuttings Wharf. Lastly, she provided an update to the public regarding the express lanes on Interstate 80 that require a Fastrak transponder.

**9. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDAR**

**None**

## 10. ADMINISTRATIVE ITEMS

Clerk of the Board

A. Annual appointment/reappointment of members of the Board of Supervisors to various committees, commissions, and advisory boards. (No Fiscal Impact) [26-02](#)

**Clerk of the Board Neha Hoskins made presentation.**

**Appointments previously made that did not change are not referenced and remain current.**

**Motion Text: Approve the annual appointment/reappointment of members of the Board of Supervisors to various committees, commissions, and advisory boards.**

**Voting Yes: Alessio, Cottrell, Gallagher, Ramos, and Manfree**

**Voting No: None**

**Recusals: None**

**Result: Passed**

County Executive Office

B. Approve a “Statement on Economic and Community Impacts of Labor Strife.” (No Fiscal Impact) [26-28](#)

**Legislative and Policy Analyst Andrew Mize made presentation.**

**Discussion held.**

**Motion Text: Approve the Statement as amended.**

**Voting Yes: Gallagher, Cottrell, Alessio, Ramos, and Manfree**

**Voting No: None**

**Recusals: None**

**Result: Passed**

C. Receive an annual report of the County’s legislative and regulatory program for 2025 and approve and adopt the proposed 2026 Legislative & Regulatory Platform, subject to any modifications by the Board. (No Fiscal Impact) [26-06](#)

**Legislative and Policy Analyst Andrew Mize made presentation.**

**Five (5) people made public comment.**

**Discussion held.**

**Item will be reintroduced at a future meeting.**

D. Adopt a Resolution providing a one-time Non-Matching Employer Contribution in the amount of \$30,000 to the 401(a) pre-tax sub-account of the Napa County Auditor Controller for the calendar year 2027. (Fiscal Impact: \$30,000 Expense; General Fund; Not Budgeted; Discretionary)

[26-50](#)

**Chief Executive Officer Ryan J. Alsop made presentation.**

**Discussion held.**

**Motion Text: Adopt the Resolution.**

**Voting Yes: Gallagher, Ramos, Alessio, Cottrell, and Manfree**

**Voting No: None**

**Recusals: None**

**Result: Passed**

**Enactment No: R-2026-02**

11. CLOSED SESSION

A. Conference with Legal Counsel - Existing Litigation (Government Code Section 54956.9(d)(1))

[26-108](#)

Name of Case: Minh Tran v. County of Napa, Napa Superior Court Case No. 23CV001593

**Closed Session held. Chair Amber Manfree reported the following: "The Board received an update on the status of the matter of Tran v. Napa County, for which a trial is approaching. We believe the evidence will demonstrate that the County acted appropriately, and we are confident in our position as the matter proceeds to trial. While the County would prefer to focus on serving our community, we are prepared to vigorously defend the County and protect taxpayer resources."**

B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957)

[26-22](#)

Title: County Counsel

**Closed Session held. No reportable action.**

12. ADJOURNMENT

**ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING,  
TUESDAY, JANUARY 27, 2026 AT 9:00 A.M.**

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board



# Napa County

## Board Agenda Letter

1195 THIRD STREET  
SUITE 310  
NAPA, CA 94559  
[www.napacounty.gov](http://www.napacounty.gov)  
Main: (707) 253-4580

Board of Supervisors

**Agenda Date:** 1/27/2026

**File ID #:** 26-120

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**TO:** Board of Supervisors

**FROM:** Neha Hoskins, Clerk of the Board

**REPORT BY:** Neha Hoskins, Clerk of the Board

**SUBJECT:** Amended Conflict of Interest Code for Groundwater Sustainability Agency

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### **RECOMMENDATION**

Approve recently amended conflict of interest code for the Napa County Groundwater Sustainability Agency. (No Fiscal Impact)

### **BACKGROUND**

In 1974, the voters of California approved the Political Reform Act of 1974 (Act), Government Code Section 81000 et seq. Among other things, the Act requires every agency to adopt and promulgate a conflict of interest code (Government Code Section 87300). For this purpose, “agency” includes any local government agency. An agency may adopt its code by incorporating by reference the model conflict of interest code set forth in Section 18730 of Title 2 of the California Code of Regulations.

In each county, the Board of Supervisors is the “code-reviewing body” of any local agency, other than a city located entirely within the boundaries of the county, per Government Code Section 82011(b).

Government Code Section 87306.5 provides that no later than July 1 of every even-numbered year, the code-reviewing body must direct each local agency that has adopted a conflict of interest code to review its code and submit an amended code to the code-reviewing body if changes are needed due to changed circumstances. Finally, Government Code Section 87303 provides that no conflict of interest code is effective until it has been approved by the code-reviewing body. The Napa County Groundwater Sustainability Agency (GSA) found it necessary to amend its code prior to an even year to correct an error in positions required to file statements of economic interest.

The Board must review the amended code and either approve or disapprove it. If the Board disapproves the code, the Board must return the code to the GSA for further review. The GSA's resolution with its amended code is attached.

Requested Actions:

County Counsel has determined that the amended code complies with the Political Reform Act and recommends the Board approve the amended conflict of interest code of the GSA.

County Counsel further recommends that the Board direct the Clerk to give notice of your action to the GSA.

**FISCAL IMPACT**

Is there a Fiscal Impact?	No
Is it currently budgeted?	No
Is it Mandatory or Discretionary?	Mandatory
Is the general fund affected?	No

**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.

**NAPA COUNTY GROUNDWATER SUSTAINABILITY AGENCY  
RESOLUTION NO. 2026-01 (NCGSA)**

**RESOLUTION TO AMEND THE CONFLICT OF INTEREST CODE  
FOR THE NAPA COUNTY GROUNDWATER SUSTAINABILITY AGENCY**

**WHEREAS**, the Napa County Board of Supervisors adopted Resolution 2019-152 on December 17, 2019 electing to form the Napa County Groundwater Sustainability Agency (NCGSA) to undertake sustainable groundwater management of the Napa Valley Subbasin; and

**WHEREAS**, the Political Reform Act of 1974 (the “Act” Government Code Section 81000 et seq.) requires every state and local governmental agency to adopt a Conflict of Interest Code (Code); and

**WHEREAS**, the FPPC has adopted a regulation (Section 18730 of Title 2 of the California Code of Regulations) (“CCR”) containing a standardized conflict of interest code which, if incorporated by reference and adopted by a local government agency along with a designation of employees and formulation of disclosure categories for the local government agency, will constitute the Code required by the Act when subsequently approved by the code reviewing body for the Agency; and

**WHEREAS**, the NCGSA adopted its Code at a regular meeting held on June 9, 2020; and

**WHEREAS**, on November 8, 2022 the NCGSA amended its Code to refine the list of designated employees required to file statements of economic interest and to add newly created positions; and

**WHEREAS**, from time to time, the list of designated positions requires amendment so as to update the titles of positions, add new positions which should be required to file disclosure statements, reevaluate the disclosure categories of various positions, and delete those positions or titles no longer in use; and

**WHEREAS**, the NCGSA has concluded that it is necessary to amend and readopt its Code to restore the position of County Counsel as a Designated Position for purposes of filing statements of economic interests which was inadvertently removed on November 18, 2025 when NCGSA last amended its code via Resolution 2025-04 (NCGSA).

**NOW, THEREFORE**, it is hereby resolved that the Conflict of Interest Code of the Board of Directors of the NCGSA is amended and readopted as follows:

1. Incorporation of Standard Terms. The terms of the standard conflict of interest code set forth in 2 CCR Section 18730, as such may be amended by the FPPC from time (“hereinafter referred to as “Model Code”), are adopted and incorporated by reference as if set forth fully herein.

2. List of Designated Employees. For purposes of the requirements of the Act and the provisions of the Model Code, the Designated Employees of the Agency shall be the persons holding those offices and/or positions set forth in the amended Appendix “A” and shall file statements of economic interests (Form 700), attached hereto and incorporated by reference herein.

3. List of Disclosure Categories. For purposes of the requirements of the Act and the provisions of the Model Code, the disclosure categories for the Designated Employees of the Agency shall be those categories set forth in the amended Appendix "B", attached hereto and incorporated by reference herein.

4. Documents Comprising Conflict of Interest Code. For purposes of the Act, the provisions of this Resolution, the Model Code, and Appendices "A" and "B" shall together constitute the Conflict of Interest Code of the Agency on and after the date of confirmation of the Code by the Napa County Board of Supervisors as the code reviewing body for the Agency.

5. Effective Date of Code. The effective date of the Conflict of Interest Code for the Agency shall be the date of confirmation of this Code by the Napa County Board of Supervisors acting as the code reviewing body for the Agency, retroactive to December 9, 2025 to correct the omission of the designated position.

6. Place of Filing. Designated Employees shall file the original Statements with the Elections Division of the Napa County Assessor-Clerk-Recorder-Registrar of Voters.

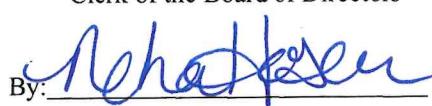
**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED**

at a regular meeting of the NCGSA Board of Directors, held on the 13<sup>th</sup> day of January, 2026 by the following vote:

AYES:	DIRECTORS	GALLAGHER, ALESSIO, COTTRELL, RAMOS, AND MANFREE
NOES:	DIRECTORS	NONE
ABSTAIN:	DIRECTORS	NONE
ABSENT:	DIRECTORS	NONE

NAPA COUNTY, a political subdivision of the State of California

By: Amber Manfree  
AMBER MANFREE, Chair of the Napa County Groundwater Sustainability Agency Board of Directors

APPROVED AS TO FORM Office of County Counsel  By: <i>Chris R. Y. Apallas</i> Deputy County Counsel  Date: January 5, 2026 FV GSA Resos 13118590	APPROVED BY THE NCGSA BOARD OF DIRECTORS  Date: January 13, 2026 Processed By:   Deputy Clerk of the Board	ATTEST: NEHA HOSKINS Clerk of the Board of Directors  
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## **CONFLICT OF INTEREST**

### **APPENDIX A**

#### **Designated Positions - Disclosure Categories 2026**

<b><u>DESIGNATED POSITIONS</u></b>	<b><u>DISCLOSURE CATEGORIES</u></b>
<b><u>AUDITOR-CONTROLLER</u></b>	
Auditor-Controller	2
Assistant Auditor-Controller	2
Deputy Auditor-Controller	2
<b><u>COUNTY EXECUTIVE OFFICE</u></b>	
<b><u>County Executive Office</u></b>	
Assistant Chief Executive Officer/Chief Operating Officer	2
Deputy Chief Executive Officer/Chief Communications Officer	2
Principal/Senior Management Analyst	4
Management Analyst I/II	4
<b><u>Central Services</u></b>	
Buyer I/II/III	5
Purchasing Manager	2
<b><u>COUNTY COUNSEL</u></b>	
County Counsel	2
Chief Deputy County Counsel	2
Deputy County Counsel I/II/III/IV	2
<b><u>PLANNING, BUILDING &amp; ENVIRONMENTAL SERVICES</u></b>	
<b><u>Planning, Building, and Environmental Services</u></b>	
Director of Planning, Building & Environmental Services	2
Assistant Director of Planning, Building & Environmental Services	2
Engineering Manager	2
Deputy Director of Planning, Building & Environmental Services	2
Principal Planner	2
Planner I/II/III	2
Contractors and Consultants**	3, 7
<b><u>Environmental Health</u></b>	

Environmental Health Manager	2
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**Natural Resources**

Natural Resources Conservation Manager	2
Supervising Planner	2
Planner I/II/III	2

\* The department head may determine in writing that a particular consultant, although holding a “designated position,” is hired to perform a range of duties that is limited in scope and is therefore not required to fully comply with the disclosure requirements of this section. Such written determination must include a description of the consultant's duties and the extent of disclosure, if any, required. The determination of the department head is a public record. It must be retained for public inspection in the same manner and location as this code.

\*\*The department head may determine in writing that the broadest disclosure is not necessary and set interim disclosure requirements that are more tailored to positions with a limited range of duties. Such written determination must include a description of the consultant's duties and the extent of disclosure, if any, required. The determination of the department head is a public record. It must be retained for public inspection in the same manner and location as this code.

## APPENDIX B

### DISCLOSURE CATEGORIES<sup>1</sup>

**CATEGORY 1.** Persons in this category shall disclose (i) all income including gifts, loans and travel payments as defined in Government Code Section 82030<sup>2</sup>, (ii) all investments as defined in Government Code Section 82034<sup>3</sup>, (iii) interests in real property as defined in Government Code

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<sup>1</sup> The terms contained herein which are defined in the following footnotes apply to all disclosure categories unless otherwise indicated.

<sup>2</sup> “Income” (a) “Income” means, except as provided in subdivision (b), a payment received, including but not limited to any salary, wage, advance, dividend, interest, rent, proceeds from any sale, gift, including any gift of food or beverage, loan, forgiveness or payment of indebtedness received by the filer, reimbursement for expenses, per diem, or contribution to an insurance or pension program paid by any person other than an employer, and including any community property interest in the income of a spouse. Income also includes an outstanding loan. Income of an individual also includes a pro rata share of any income of any business entity or trust in which the individual or spouse owns, directly, indirectly or beneficially, a 10-percent interest or greater. “Income,” other than a gift, does not include income received from any source outside the jurisdiction and not doing business within the jurisdiction, not planning to do business within the jurisdiction, or not having done business within the jurisdiction during the two years prior to the time any statement or other action is required under this title.

(b) “Income” also does not include:

(1) Campaign contributions required to be reported under Chapter 4 (commencing with Section 84100).

(2) Salary and reimbursement for expenses or per diem, and social security, disability, or other similar benefit payments received from a state, local, or federal government agency and reimbursement for travel expenses and per diem received from a bona fide nonprofit entity exempt from taxation under Section 501(c)(3) of the Internal Revenue Code.

(3) Any devise or inheritance.

(4) Interest, dividends, or premiums on a time or demand deposit in a financial institution, shares in a credit union or any insurance policy, payments received under any insurance policy, or any bond or other debt instrument issued by any government or government agency.

(5) Dividends, interest, or any other return on a security which is registered with the Securities and Exchange Commission of the United States Government or a commodity future registered with the Commodity Futures Trading Commission of the United States Government, except proceeds from the sale of these securities and commodities futures.

(6) Redemption of a mutual fund.

(7) Alimony or child support payments.

(8) Any loan or loans from a commercial lending institution which are made in the lender's regular course of business on terms available to members of the public without regard to official status.

(9) Any loan from or payments received on a loan made to an individual's spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, uncle, aunt, or first cousin, or the spouse of any such person, provided that a loan or loan payment received from any such person shall be considered income if the individual is acting as an agent or intermediary for any person not covered by this paragraph.

(10) Any indebtedness created as part of a retail installment or credit card transaction if made in the lender's regular course of business on terms available to members of the public without regard to official status.

(11) Payments received under a defined benefit pension plan qualified under Internal Revenue Code Section 401(a).

(12) Proceeds from the sale of securities registered with the Securities and Exchange Commission of the United States Government or from the sale of commodities futures registered with the Commodity Futures Trading Commission of the United States Government if the filer sells the securities or the commodities futures on a stock or commodities exchange and does not know or have reason to know the identity of the purchaser.

<sup>3</sup> “Investment” “Investment” means any financial interest in or security issued by a business entity, including but not limited to common stock, preferred stock, rights, warrants, options, debt instruments and any partnership or other ownership interest owned directly, indirectly or beneficially by the public official, or other filer, or their immediate family, if the business entity or any parent, subsidiary or otherwise related business entity has an interest in real property in the jurisdiction, or does business or plans to do business in the jurisdiction, or has done business within the

Section 82033<sup>4</sup>, and (iv) all business positions as defined in the California Code of Regulations, Section 18730, Subsection (b)(7)(D)<sup>5</sup>.

CATEGORY 2. Persons in this category shall disclose (i) all income including gifts, loans and travel payments as defined in Government Code Section 82030, (ii) all investments as defined in Government Code Section 82034, (iii) interests in real property as defined in Government Code Section 82033, and (iv) all business positions as defined in Title 2 of the California Code of Regulations, Section 18730, Subsection (b)(7)(D). Gifts for purposes of this category shall not include gifts received from any source outside the jurisdiction and not doing business within the jurisdiction, not planning to do business within the jurisdiction, or not having done business within the jurisdiction during the previous two calendar years.

CATEGORY 3. Persons in this category shall disclose investments, income, including gifts, loans and travel payments, and business positions from sources that are subject to the regulatory, permit or licensing authority of, or have an application for a license or permit pending before, the Department to which the person is assigned.

CATEGORY 4. Persons in this category shall disclose investments, income, including gifts, loans and travel payments, and business positions from sources that provide education or training services that are approved by the County.

CATEGORY 5. Persons in this category shall disclose investments, business positions and income, including gifts, loans and travel payments, from sources that provide, or contract with the County or its Purchasing Agent to provide, or may foreseeably provide, goods, services, supplies, materials, machinery or equipment to Napa County, or has contracted with the County or its Purchasing Agent to supply goods, services, supplies, materials, machinery or equipment within the last two calendar years.

CATEGORY 6. Persons in this category shall disclose investments, business positions and income, including gifts, loans and travel payments, from sources that provide, or contract with the County to provide, or may foreseeably provide, goods, services, supplies, materials, machinery or equipment

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jurisdiction at any time during the two years prior to the time any statement or other action is required under this title. No asset shall be deemed an investment unless its fair market value equals or exceeds two thousand dollars (\$2,000). The term "investment" does not include a time or demand deposit in a financial institution, shares in a credit union, any insurance policy, interest in a diversified mutual fund registered with the Securities and Exchange Commission under the Investment Company Act of 1940 or a common trust fund which is created pursuant to Section 1564 of the Financial Code, or any bond or other debt instrument issued by any government or government agency. Investments of an individual includes a pro rata share of investments of any business entity, mutual fund, or trust in which the individual or immediate family owns, directly, indirectly or beneficially, a 10-percent interest or greater. The term "parent, subsidiary or otherwise related business entity" shall be specifically defined by regulations of the commission.

<sup>4</sup> Interest in real property "Interest in real property" includes any leasehold, beneficial or ownership interest or an option to acquire such an interest in real property located in the jurisdiction owned directly, indirectly or beneficially by the public official, or other filer, or their immediate family if the fair market value of the interest is two thousand dollars (\$2,000) or more. Interests in real property of an individual includes a pro rata share of interests in real property of any business entity or trust in which the individual or immediate family owns, directly, indirectly or beneficially, a 10-percent interest or greater.

<sup>5</sup> Business Position Disclosure When business positions are required to be reported, a designated employee shall list the name and address of each business entity in which the designated employee is a director, officer, partner, trustee, employee, or in which the designated employee holds any position of management, a description of the business activity in which the business entity is engaged, and the designated employee's position with the business entity.

to the Department to which the person is assigned, or within the previous two calendar years has contracted with the County to supply goods, services, supplies, materials, machinery or equipment to the Department to which the person is assigned.

CATEGORY 7. Persons in this category shall disclose all interests in real property located in Napa County.

CATEGORY 8. Investments, positions held in business entities, and income from sources which may be the recipient of patient referrals for the delivery of health care services or supplies, or within the previous two calendar years have been the recipient of patient referrals for the delivery of health care services or supplies.



# Napa County

## Board Agenda Letter

1195 THIRD STREET  
SUITE 310  
NAPA, CA 94559  
[www.napacounty.gov](http://www.napacounty.gov)  
Main: (707) 253-4580

Board of Supervisors

**Agenda Date:** 1/27/2026

**File ID #:** 26-195

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**TO:** Board of Supervisors

**FROM:** Sheryl L. Bratton, County Counsel

**REPORT BY:** Erin Cossen, Legal Office Manager

**SUBJECT:** Agreement No. 260256B with Logikcull Systems, Inc.

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### **RECOMMENDATION**

Approve and authorize Agreement No. 260256B with Logikcull Systems, Inc. for Logikcull Legal Hold software effective January 1, 2026 for a maximum compensation of \$11,880 in Fiscal Year 2025-26. (Fiscal Impact: \$11,800 Expense; General Fund; Budgeted; Discretionary)

### **BACKGROUND**

Logikcull Systems, Inc. (Logikcull) is the provider of Logikcull Discovery Solution software that the County has been using since it entered into Agreement No. 230362B on March 23, 2023. Logikcull is also a provider of legal hold management software. Legal holds are necessary to ensure that records relating to pending or anticipated litigation are retained and protected from destruction during routine record management practices. Failure to ensure that records are retained relating to matters in which litigation is reasonably anticipated would impact the County's position in litigation and could lead to sanctions. Currently, legal holds are managed manually. This software will allow staff to better track and manage legal holds related to anticipated or pending litigation, improving the County's ability to meet its discovery obligations.

Agreement No. 260256B will provide the County with access to Logikcull's Legal Hold Solution software with 75 legal holds in Fiscal Year 2025-26 and increases to 125 holds in Fiscal Year 2026-27. The maximum compensation under this agreement is \$11,880 for Fiscal Year 2025-26 and will increase to \$29,700 in Fiscal Year 2026-27.

### Requested Action:

Approve and authorize Agreement 260256B with Logikcull Systems for \$11,800.

**FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	County Counsel
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	This software improves County Counsel's ability to manage legal holds and fulfill the County's discovery obligations.
Is the general fund affected?	Yes
Future fiscal impact:	Funds will be appropriated in future fiscal years, as needed.
Consequences if not approved:	Staff would have to manually track and manage legal holds and responses, increasing the risk of error.

**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.



## Logikcull Subscription Order

**Customer:** Napa County Counsel  
**Address:** 1195 3<sup>rd</sup> St. Napa California 94559

<b>Primary Account Holder</b>	<b>Name:</b> Erin Cossen <b>Phone:</b> (707) 253-4521 <b>Email Address:</b> erin.cossen@countyofnapa.org	
<b>Service Terms</b>	<ul style="list-style-type: none"> <li>Logikcull Legal Hold Solution: Automate and secure your Legal Hold process           <ul style="list-style-type: none"> <li>Unlimited Custodians</li> <li>75 Live Holds in Year 1</li> <li>125 Live Holds in Year 2</li> <li>Legal Hold Templates</li> <li>Custodian Address Book</li> <li>Automatic Reminders</li> </ul> </li> <li>Premium in-app support with 24/7 coverage</li> </ul>	Year 1: \$1,980/Month Year 2: \$2,475/Month
<b>Contract Terms</b>	<ul style="list-style-type: none"> <li>Contract Term Year 1: 1/1/2026 – 6/30/2026</li> <li>Contract Term Year 2: 7/1/2026 – 6/30/2027</li> <li>Renewal Date: 7/01/2027</li> <li>Fees for each Renewal Term shall be subject to an 8% increase to the annualized total of the final period of Fees of the prior Term. Payment Terms: Annual, Net 30</li> <li>Payment Method: Credit Card, Wire, or ACH</li> <li>Additional Live Holds will be \$60 per hold, per calendar month</li> <li>Governed by the Logikcull Terms of Service: <a href="https://www.logikcull.com/terms-of-service">https://www.logikcull.com/terms-of-service</a> as amended by the Addendum to the Logik Systems, Inc. Terms of Service attached to this order form.</li> </ul>	

### Napa County Counsel:

Sign:	
Name:	Amber Manfree
Title:	Chair of the Board of Supervisors
Date:	

### Logik Systems, Inc.:

Sign:	<div style="border: 1px solid blue; padding: 5px; display: inline-block;">           Signed by:              9A08772DB305484...         </div>
Name:	Josh Langford

Title:	CRO
Date:	29 December 2025   10:00:41 CST

APPROVED AS TO FORM Office of County Counsel By: <u>Ryan Fitzgerald</u> Deputy County Counsel Date: <u>December 23, 2025</u>	APPROVED BY THE NAPA COUNTY BOARD OF SUPERVISORS Date: _____ Processed By: _____ Deputy Clerk of the Board	ATTEST: NEHA HOSKINS Clerk of the Board of Supervisors By: _____
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Addendum to Logik Systems Inc. Terms  
of Service

This Addendum ("Addendum") is entered into as of the Effective Date of the Order Form (as detailed below) between Logik Systems, Inc. ("Logik") and the "Customer" identified below (hereinafter, each may be referred to as the "Parties" or a "Party"). This Addendum modifies and supplements the Logik Terms of Service found at <https://www.logikcull.com/terms-of-service> (the "Terms of Service").

Customer & Order Form Details

Customer Name: County of Napa

Customer Address: 1195 Third St., Napa, CA 94559

Order Form Date: 01/01/2026

1. Definitions. Any capitalized term used in this Addendum shall herein be defined the same as such term is defined in the Order Form and Terms of Service.
2. Logik and Customer hereby agree that the Terms of Service are hereby modified or supplemented as follows:
  - a. Section 13.a. is amended by replacing said section in its entirety with the following amended section:
    - i. *Governing Law; Venue.* This Agreement shall be governed by and interpreted in accordance with the laws of the State of California, without regard to its principles regarding conflicts of law. Each Party hereby irrevocably submits to, and waives any objection to, the exclusive personal jurisdiction and venue of the circuits located within the city and county of San Francisco, California.
  - b. Section 13.g. is amended by replacing said section in its entirety with the following amended section:
    - i. *Notices; Electronic Communications.* Either party may send notices pursuant to this Agreement to the other party's email contact points, and such notices will be deemed received 72 hours after they are sent. Any notices to be provided to a party or questions with respect to the terms of this Agreement shall be sent to Logikcull at [notices@revealdata.com](mailto:notices@revealdata.com) and to Customer at an email address as designated in an Order Form or other writing and such notices will be deemed received 72 hours after they are sent.
3. This Addendum, together with the Terms of Service and the Order Form constitutes the complete and exclusive statement of the parties' agreement. In the event of any conflict or inconsistency between the provisions of this Addendum and the Terms of Service, the provisions of this Addendum shall prevail. This Addendum may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which shall be considered one and the same agreement.

**Signatures**

<p>LOGIK SYSTEMS, INC.</p> <p>Signature: <input type="text"/></p> <p>Name:</p> <p>Title:</p> <p>Date:</p>	<p>COUNTY OF NAPA</p> <p>Signature: <input type="text"/></p> <p>Name: Amber Manfree</p> <p>Title: Chair of the Board of Supervisors</p> <p>Date:</p>
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**Logikcull****SAAS TERMS OF SERVICE**

Effective Date: 12/12/2024

PLEASE READ THESE TERMS OF SERVICE CAREFULLY. CUSTOMER AGREES TO THESE TERMS AND CONDITIONS BY (A) ENTERING INTO AN ORDER FORM WITH LOGIKCULL, AN AFFILIATE OF LOGIKCULL, OR AN AUTHORIZED RESELLER OF LOGIKCULL; (B) CLICKING TO ACCEPT OR AGREE WHERE SUCH OPTION IS MADE AVAILABLE TO CUSTOMER, OR (C) ACTUALLY USING OR ACCESSING THE SERVICE (THE "EFFECTIVE DATE").

These Terms of Service constitute an agreement (the "Agreement") by and between Logik Systems, Inc. ("Logikcull") and the corporation, LLC, partnership, sole proprietorship, other business entity, or individual ("Customer") agreeing to this Agreement. Logikcull and Customer may be referred to individually as a "Party" and collectively as "Parties." This Agreement is effective as of the Effective Date. Customer's use of and Logikcull's provision of the Service (as defined below in Section 1) are governed by this Agreement.

**1. DEFINITIONS.** The following capitalized terms will have the following meanings whenever used in this Agreement:

- a. "Affiliate" means any entity that directly or indirectly controls, is controlled by, or is under common control with the subject entity. "Control," for purposes of this definition, means direct or indirect ownership or control of more than 50% of the voting interests of the subject entity.
- b. "Documentation" means Logikcull's standard information related to use of the Service, which can be found at <https://revealdata.com/documentation>.
- c. "Feedback" means any suggestion, enhancement request, recommendation, correction or other feedback provided by Customer or Users.
- d. "Hosted Data" means all information, documents, images, files or materials uploaded, created, modified, or stored in the Service by Customer or Customer's Users.
- e. "Order Form" means the document, whether written or electronic, setting forth the fees and other terms related to Customer's purchase of the right to use the Service, and which is governed by these Terms of Service.
- f. "Privacy Policy" means Logikcull's Privacy Policy found at <https://www.revealdata.com/privacy-policy> which is incorporated into this Agreement.
- g. "Service" means the hosted eDiscovery and document management solution for online storage, sharing and processing of files, documents, materials, images, videos, or other content, including all updates, modifications, and enhancements thereto, as made generally available by Logikcull to its customers.
- h. "Site" means Logikcull's web site located at <https://www.app.logikcull.com> or as otherwise provided to Customer by Logikcull.

i. "User" means any individual who uses the Service on Customer's behalf or through Customer's account or passwords, whether authorized or not.

## 2. ACCESS AND USE OF THE SERVICE

a. Provision of Access. Subject to and conditioned on Customer's payment of fees and compliance with all the terms and conditions of this Agreement, Logikcull hereby grants Customer a non-exclusive, non-transferable right to access and use the Service during the Term, solely for use by Users in accordance with the terms and conditions of this Agreement. Such use is limited to Customer's internal use. Logikcull shall provide to Customer the necessary passwords and network links or connections to allow Customer to access the Service. A User's access to and use of the Service signifies their acceptance of Logikcull's service terms and obligations as detailed in this Agreement. Customer will ensure its Users comply with the terms of this Agreement. Customer will be liable for all acts and omissions of its Users, including but not limited to any fees or expenses incurred through a User's use and access to the Service.

b. Documentation. Customer may access, reproduce, and use the Documentation solely as necessary to support Users' use of the Service.

c. System Requirements. A stable internet connection and modern, generally commercially available browser such as Firefox or Google Chrome is required to access and use the Service. The Service may work in a limited manner on other web browsers, but the Service is designed for use on modern browsers. For a list of currently supported browsers see the Documentation.

d. Updates; Modifications. Logikcull reserves the right, in its sole discretion, to update, modify, or remove the features, functionality, or other aspects of the Service at any time; provided Logikcull will not make any such change in a way that materially diminishes the functionality of the Service without providing reasonable notice to Customer.

e. Trial Period. This Agreement also applies to any trial period that Customer may be using, which begins when Customer first accesses the Service. During any such trial period certain usage restrictions may apply. If Customer upgrades to a paid subscription plan and desires to keep the Hosted Data uploaded during the trial period, the trial period Hosted Data retained will become billable at the then-current rates pursuant to Section 11 of this Agreement. Termination will occur immediately upon expiration of the trial period if Customer does not upgrade to a paid plan. ANY NATIVE DATA ENTERED OR UPLOADED INTO THE SERVICE, AND ANY CUSTOMIZATIONS MADE TO THE SERVICE DURING THE TRIAL PERIOD, WILL BE PERMANENTLY DELETED AND UNAVAILABLE UNLESS CUSTOMER UPGRADES TO A PAID SERVICE PRIOR TO THE CLOSE OF THE TRIAL PERIOD. CUSTOMER UNDERSTANDS AND ACKNOWLEDGES THAT IT WILL NOT BE ENTITLED TO RECEIVE ANY ADDITIONAL FREE TRIALS ONCE THE INITIAL TRIAL PERIOD HAS EXPIRED.

f. Suspension of the Service. Without limiting Logikcull's termination rights herein, Logikcull reserves the right, at any time, with or without notice in Logikcull's sole and absolute discretion, to temporarily suspend or otherwise deny access to or use of the Service, without incurring obligation or liability, for: (a) scheduled or unscheduled maintenance; (b) maintaining the security or integrity of

Logikcull's network, hardware, or associated systems or those of Logikcull third party providers; (c) unusual spikes in activity or usage of the Service; (d) unplanned technical problems or outages; (e) the actual or suspected violation of this Agreement by Customer or any of its Users; (f) any failure by Customer to pay an invoice when due; (g) judicial or other governmental demand or order, subpoena or law enforcement request that expressly or by reasonable implication requires Logikcull to do so; or (h) the expiration or termination of this Agreement. Logikcull will use reasonable efforts to notify Customer of any scheduled maintenance. Logikcull will not be liable for any suspension or disablement of the Service that occurs pursuant to this Section 2.f.

### 3. CUSTOMER RESPONSIBILITIES & RESTRICTIONS.

- a. General. Customer is responsible and liable for all uses of the Service and Documentation resulting from access provided by Customer, directly or indirectly, whether such access or use is permitted by or in violation of this Agreement or applicable law. Without limiting the generality of the foregoing, Customer is responsible for all acts and omissions of Users, and any act or omission by a User that would constitute a breach of this Agreement if taken by Customer will be deemed a breach of this Agreement by Customer. Customer shall make all Users aware of this Agreement's provisions as applicable to such User's use of the Service and shall cause Users to comply with such provisions.
- b. Restrictions. Customer shall not use the Service for any purposes beyond the scope of the access granted in this Agreement. Customer shall not at any time, directly or indirectly, and shall not permit any Users to: (i) copy, modify, or create derivative works of the Service or Documentation, in whole or in part; (ii) rent, lease, lend, sell, license, sublicense, assign, distribute, publish, transfer, or otherwise make available the Service or Documentation; (iii) reverse engineer, disassemble, decompile, decode, adapt, or otherwise attempt to derive or gain access to any software component of the Service, in whole or in part; (iv) remove any proprietary notices from the Service or Documentation; (v) use the Service in a manner that compromises the integrity of Service or the confidentiality of other users of the Service; and (vi) use the Service or Documentation in any manner or for any purpose that infringes, misappropriates, or otherwise violates any intellectual property right or other right of any person, or that violates any applicable law.
- c. Notification of Unauthorized Use. Customer will immediately notify Logikcull of any actual or threatened unauthorized use of or access to the Service or Customer's Hosted Data that comes to Customer or a User's attention. In the event of any such unauthorized use, Customer will take all steps necessary to terminate such unauthorized use or threatened activity and to mitigate its effects. Additionally, Customer will provide Logikcull with such cooperation and assistance related to any such unauthorized use as Logikcull may reasonably request. Notification of such unauthorized use or other security concerns should be reported to Logikcull at security@revealdata.com.

### 4. HOSTED DATA.

- a. Ownership of Hosted Data. Customer is and will remain the sole and exclusive owner of all right, title and interest in and to all Hosted Data. Customer grants Logikcull a non-exclusive, royalty-free, worldwide license to reproduce, distribute, and otherwise use and display the Hosted Data and perform all acts with respect to the Hosted Data as may be necessary for Logikcull, Logikcull's personnel, and Logikcull's authorized third parties to provide the Service, including, but not limited to, maintenance of the Service and Customer's account, improving search and tagging functions with

Customer's account, and supporting the integrity of the Service and data processing systems. Customer hereby irrevocably grants all such rights and permissions in or relating to Hosted Data as are necessary or useful for Logikcull in the provision of the Service.

b. Customer Responsibility. Customer shall retain sole responsibility for: (a) all Hosted Data, including its content and use; (b) all information, instructions and materials provided by Customer or any User in connection with the Service; (c) Customer's information technology infrastructure, including computers, software, databases, electronic systems (including database management systems), and networks, whether operated directly by Customer or through the use of third-party services; (d) the security and use of Customer's and its Users' account access credentials; and (e) all access to and use of the Service directly or indirectly by or through the Customer systems or Customer and Users' account access credentials, with or without Customer's knowledge or consent, including all results obtained from, and all conclusions, decisions, and actions based on, such access or use. Logikcull will have no responsibility or liability for the accuracy of data uploaded to the Service by Customer, including without limitation Hosted Data.

c. Customer Access and Security. Customer shall employ all physical, administrative, and technical controls, screening, and security procedures and other safeguards necessary to: (a) securely administer the distribution and use of all account access credentials and protect against any unauthorized access to or use of the Service; and (b) control the content and use of Hosted Data, including the uploading or other provision of Hosted Data for processing by the Service.

d. Data Privacy and Security. This Agreement and use of the Service and Site are subject to the Privacy Policy. The Privacy Policy applies only to the Service and Site and does not apply to any third-party website or service linked to the Service. Logikcull shall maintain appropriate administrative, physical and technical safeguards to protect the security, confidentiality and integrity of Hosted Data, including encryption of Hosted Data at rest and in internet transmission (using TLS or similar technologies). Except otherwise set forth in this Agreement, Logikcull shall not disclose Hosted Data to any third party for any purpose other than to provide the Service, support, or related services to Customer.

e. Processing of Hosted Data. Customer understands and acknowledges that it may submit, upload, or process through the Service a variety of different data types, and any such data may have existing encryption, or automatic image conversion issues. As a result of these pre-existing issues, there may be times when: (a) Hosted Data cannot be extracted and processed; (b) a certain amount of Hosted Data may not be suitable or available for extraction from text, metadata or other information; or (c) file images may not correctly format when image files are created from native documents for purposes of review or production (collectively, "Exception" or "Exceptions"). Such Exceptions may limit the function of any searching, filtering or other analysis of the Hosted Data within the Service. Additionally, Customer understands that in processing data there are times data is lost or damaged. Customer will be responsible for and shall maintain adequate back-up and archival copies of all Hosted Data. Logikcull shall bear no liability with respect to any Hosted Data that is lost or damaged as a result of the processing of Hosted Data.

f. Data Processing Addendum. To the extent the Service provided to Customer will include processing of personal data subject to the laws of the European Union, the European Economic Area and their member states, Switzerland and the United Kingdom, including, without limitation, the

General Data Protection Regulations, the Logikcull's Data Processing Addendum located at: <https://security.revealdata.com/?itemUid=c4223a81-5840-4e11-ac9f-2b812794a67e&source=click>, shall be incorporated herein by this reference, and each Party agrees to comply with the terms and conditions set forth in such Data Processing Addendum.

g. Aggregated Statistics. While providing the Service, Logikcull may monitor Customer's use of the Service and collect and compile statistical data and performance information, analytics, metadata, or similar information, generated through instrumentation and logging systems, regarding the operation of the Service, including Customer's use of the Service ("Aggregated Statistics"). All right, title, and interest in Aggregated Statistics, and all intellectual property rights therein, belong to and are retained solely by Logikcull. Aggregated Statistics will not include any Hosted Data. Nothing in this Agreement shall restrict Logikcull's right to collect Aggregated Statistics or to use it for any internal business purpose, or in the manner permitted under applicable U.S. law; provided that such Aggregated Statistics do not identify Customer, Users, or Customer's Confidential Information.

## 5. INTELLECTUAL PROPERTY; FEEDBACK.

a. Ownership. Logikcull owns all right, title, and interest in and to the Service and the Site (including without limitation all software used to provide the Service and all graphics, user interfaces, logos, and trademarks reproduced through the Service), Logikcull's Confidential Information, and the Feedback including all intellectual property rights contained therein. Except for the express rights granted in Section 2, no other licenses or rights are granted by Logikcull, by implication, estoppel or otherwise, and all rights not expressly granted herein are reserved. Customer may not modify, publish, transmit, reproduce, create derivative works or improvements from, distribute, display, incorporate into another web site, or in any other way exploit the Service or the Site, in whole or in part, without prior written permission from Logikcull.

b. Feedback. Customer grants to Logikcull and its Affiliates a worldwide, perpetual, irrevocable, royalty-free license to use and incorporate into its Service the Feedback.

c. Trademarks. The Service and Site contain valuable trademarks owned and used by Logikcull to distinguish Logikcull services from those of others. The Service and Site may also contain references to other entities' trademarks and service marks, but such references are for identification purposes only and are used with permission of their respective owners. Logikcull does not claim ownership in, or any affiliation with, any third-party trademarks or service marks appearing in the Service or Site. Customer will not use or display Logikcull's trademarks without Logikcull's prior written consent.

## 6. CONFIDENTIALITY.

a. Confidential Information. "Confidential Information" shall include confidential or proprietary technical, business or financial information and materials disclosed by Customer or Logikcull to the other Party, whether orally or in writing, that is designated or identified as confidential or that reasonably should be understood to be confidential given the nature of the information and the circumstances surrounding the disclosure. Hosted Data constitutes Customer Confidential Information. Notwithstanding the foregoing, the Service, and any associated pricing, documentation, product roadmaps, business and marketing plans, and any information related to the foregoing

constitutes the Confidential Information of Logikcull, regardless of a lack of confidentiality marking or reasonableness determination.

- b. Confidentiality Obligations. Both Parties agree to hold Confidential Information in confidence and protect such Confidential Information from disclosure to any third party, other than as expressly set forth in this Agreement and to limit access to the other Party's Confidential Information to such of its personnel, agents, subcontractors, suppliers and/or consultants, if any, who have a need to access such information in accordance with the terms of this Agreement. Both Parties agree that all Confidential Information is proprietary to the disclosing Party or such third party, as applicable, and shall remain the sole property of the disclosing Party or such third party.
- c. Exceptions. Confidential Information shall not include any information that: (i) is or becomes generally known to the public without breach of any obligation owed to disclosing Party; (ii) was known to the receiving Party prior to its disclosure by the disclosing Party without restriction on use or disclosure; (iii) was independently developed by the receiving Party without breach of any obligation owed to disclosing Party; or (iv) is rightfully received from a third party without restriction on use or disclosure.
- d. Compelled Disclosures. Notwithstanding the foregoing, Logikcull reserves the right to disclose Confidential Information in response to an order of a court or other governmental body of competent authority or as otherwise required by law or regulation to be disclosed ("Compelled Disclosure"), provided that, Logikcull will use reasonable efforts to provide Customer with prior notice (to the extent legally permitted) in order to afford Customer an opportunity to seek a protective order or otherwise challenge the Compelled Disclosure. Customer is responsible for any expenses incurred in seeking to prevent a Compelled Disclosure. After provision of such prior notice, Logikcull will not be liable if Logikcull complies with the disclosure after giving Customer a reasonable amount of time to respond.

## 7. REPRESENTATIONS AND WARRANTIES; DISCLAIMER.

- a. From Customer. Customer represents and warrants that: (a) it has the full right and authority to enter into, execute, and perform its obligations under this Agreement; (b) it has accurately identified itself and it has not provided any inaccurate information about itself or its Users to or through the Service; (c) it is a corporation, the sole proprietorship of an individual 18 years or older, or another entity authorized to do business pursuant to applicable law; and (d) the information Customer provides in registering for the Service is accurate, complete, and the Customer has the right to use and disclose such information to Logikcull.
- b. From Logikcull. Logikcull warrants that during Term (a) Logikcull will not materially decrease the overall security of the Service, and (b) the Service will perform in accordance with the terms of this Agreement. For any breach of a warranty above, Customer's exclusive remedies are those described in the "Termination" section below.
- c. EXCEPT FOR THE WARRANTIES EXPRESSLY PROVIDED IN THIS AGREEMENT, THE SERVICE AND SITE ARE PROVIDED TO CUSTOMER ON AN "AS IS" AND "AS AVAILABLE" BASIS. LOGIKCULL EXPRESSLY DISCLAIMS ALL OTHER WARRANTIES, WHETHER EXPRESS OR IMPLIED, ORAL OR WRITTEN, INCLUDING WARRANTIES OF MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE, SATISFACTORY QUALITY, NON-INFRINGEMENT,

ACCURACY, COMPLETENESS, ADEQUACY OF INFORMATION AND ALL OTHER WARRANTIES ARISING FROM COURSE OF DEALING, USAGE OR TRADE PRACTICE. LOGIKCULL DOES NOT WARRANT THAT THE SERVICE AND SITE WILL OPERATE WITHOUT INTERRUPTION, ACHIEVE ANY INTENDED RESULT, BE COMPATIBLE OR WORK WITH ANY SOFTWARE, SYSTEM OR OTHER SERVICES, OR BE SECURE, ACCURATE, COMPLETE, FREE OF HARMFUL CODE OR ERROR FREE, OR THAT DEFECTS CAN BE CORRECTED. ADDITIONALLY, ALL THIRD-PARTY MATERIALS ARE PROVIDED "AS IS" AND LOGIKCULL EXPRESSLY DISCLAIMS ALL WARRANTIES RELATED TO THE THIRD-PARTY SOFTWARE, MATERIALS OR WEB BROWSERS THAT CUSTOMER MAY NEED TO USE IN CONJUNCTION WITH THE SERVICE OR SITE. ANY REPRESENTATION OR WARRANTY OF OR CONCERNING ANY THIRD-PARTY SOFTWARE, MATERIALS OR WEB BROWSERS ARE STRICTLY BETWEEN CUSTOMER AND THE APPLICABLE THIRD-PARTY PROVIDER. MOREOVER, GIVEN THE NUMBER OF VARIABLES INVOLVED LOGIKCULL DOES NOT WARRANT A GUARANTEED SPEED FOR DATA PROCESSING OR LENGTH OF SERVICE. CUSTOMER UNDERSTANDS AND ACKNOWLEDGES THAT LOGIKCULL WILL HAVE NO LIABILITY OF ANY KIND WITH RESPECT TO (A) THE LOSS, ALTERATION, OR DESTRUCTION OF CUSTOMER HOSTED DATA IN CONNECTION WITH THE SERVICE; (B) ANY CLAIMS OR LOSSES OF ANY KIND RELATED TO THE MISUSE OF THE SERVICE, INCLUDING BUT NOT LIMITED TO THE ACTIVITIES OF THIRD PARTIES OR DUE TO CUSTOMER'S FAILURE TO MAINTAIN THE CONFIDENTIALITY AND SECURITY OF THE SERVICE; OR (C) ANY CLAIMS OR LOSSES DUE TO IMPAIRMENT, INABILITY TO USE OR LOSS, INTERRUPTION OR DELAY OF THE SERVICE, INCLUDING BUT NOT LIMITED TO PLANNED OR UNPLANNED DOWNTIME OR ANY UNAVAILABILITY DUE TO A FORCE MAJEURE EVENT.

## 8. LIMITATION OF LIABILITY.

a. TO THE MAXIMUM EXTENT PERMITTED UNDER APPLICABLE LAW, LOGIKCULL, ITS AFFILIATES, OFFICERS, EMPLOYEES, AGENTS, SUPPLIERS OR LICENSORS (COLLECTIVELY, "LOGIKCULL PARTIES") SHALL NOT BE LIABLE TO CUSTOMER, CUSTOMER'S USERS, OFFICERS, EMPLOYEES, AGENTS, SUPPLIERS, CLIENTS, OR ANY PARTY CLAIMING THROUGH CUSTOMER (COLLECTIVELY, "CUSTOMER PARTIES") FOR ANY (A) INDIRECT, CONSEQUENTIAL, INCIDENTAL, PUNITIVE, EXEMPLARY OR SPECIAL DAMAGES, INCLUDING, WITHOUT LIMITATION, LOST PROFITS, REVENUE, OR GOODWILL, INTERRUPTION OR LOSE OF USE OF THE SERVICE; OR (B) LOSS, DAMAGE, CORRUPTION OR RECOVERY OF DATA, OR BREACH OF DATA OR SYSTEM SECURITY, INCURRED BY CUSTOMER PARTIES UNDER ANY THEORY OF LIABILITY, INCLUDING WITHOUT LIMITATION, CONTRACT, TORT, WARRANTY, NEGLIGENCE OR AS A RESULT OF ANY BREACH OF THIS AGREEMENT OR THE USE OR INABILITY TO USE THE SERVICE, EVEN IF LOGIKCULL OR THE LOGIKCULL PARTIES HAVE BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES AND NOTWITHSTANDING THE FAILURE OF ANY AGREED OR OTHER REMEDY OF ITS ESSENTIAL PURPOSE.

b. TO THE MAXIMUM EXTENT PERMITTED UNDER APPLICABLE LAW, LOGIKCULL AND THE LOGIKCULL PARTIES MAXIMUM COLLECTIVE AGGREGATE LIABILITY UNDER THIS AGREEMENT SHALL NOT EXCEED THE TOTAL AMOUNTS PAID BY CUSTOMER TO LOGIKCULL IN THE TWELVE (12) MONTHS IMMEDIATELY PRECEDING THE EVENT GIVING RISE TO SUCH LIABILITY, WHETHER ARISING UNDER OR RELATED TO A CLAIM OF BREACH

OF CONTRACT, TORT, WARRANTY, NEGLIGENCE OR AS A RESULT OF ANY BREACH OF THIS AGREEMENT OR THE USE OR INABILITY TO USE THE SERVICE, EVEN IF LOGIKCULL OR THE LOGIKCULL PARTIES HAVE BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES AND NOTWITHSTANDING THE FAILURE OF ANY AGREED OR OTHER REMEDY OF ITS ESSENTIAL PURPOSE.

c. ANY CLAIM BY CUSTOMER RELATED TO THIS AGREEMENT OR THE SERVICE AND SITE MUST BE BROUGHT WITHIN ONE YEAR OF THE DATE IN WHICH THE CLAIM FIRST COULD BE FILED. IF IT IS NOT, THEN THAT CUSTOMER CLAIM IS PERMANENTLY BARRED.

## 9. INDEMNIFICATION.

- a. Indemnification by Customer. Customer will defend, indemnify and hold Logikcull, its affiliates and licensors, and Logikcull's respective employees, officers, directors, and representatives harmless from and against all claims, damages, losses, liabilities, costs, and expenses (including attorneys' fees) relating to or arising from (a) the Hosted Data, including any processing of the Hosted Data by or on behalf of Logikcull in accordance with this Agreement; (b) Customer's or Customer's Users' use of the Service or Site; (c) any violation by Customer or Customer's Users of this Agreement, or applicable laws; or (d) Customer's or Customer's Users' infringement or violation of the intellectual property rights or other rights of another. Logikcull will provide Customer with notice of such claim and Logikcull reserves the right to assume sole control of the defense.
- b. Indemnification by Logikcull. Logikcull will indemnify, defend, and hold harmless Customer against any claim, demand, suit or proceeding made or brought against Customer by a third party alleging that Service infringes or misappropriates such third party's intellectual property rights (a "Claim Against Customer"), and will indemnify Customer from any damages, attorney fees and costs finally awarded against Customer as a result of, or for amounts paid by Customer under a settlement approved by Logikcull in writing of, a Claim Against Customer, provided Customer (i) promptly gives Logikcull written notice of the Claim Against Customer, (ii) gives Logikcull sole control of the defense and settlement of the Claim Against Customer, and (iii) gives Logikcull all reasonable assistance, at Logikcull's expense. If Logikcull receives information about an infringement or misappropriation claim related to the Service, Logikcull may in its discretion and at no cost to Customer (A) modify the applicable Product so that it is no longer claimed to infringe or misappropriate, without breaching Logikcull's warranties under "Logikcull Warranties" above, (B) obtain a license for Customer's continued use of that Product in accordance with this Agreement, or (C) terminate Customer's subscriptions for that Product upon 30 days' written notice and refund Customer any prepaid fees covering the remainder of the Term. The above defense and indemnification obligations do not apply if (1) the allegation does not state with specificity that the Product is the basis of the Claim Against Customer; (2) a Claim Against Customer arises from the use or combination of the applicable Product or any part thereof with software, hardware, data, or processes not provided by Logikcull, if the Product or use thereof would not infringe without such combination; (3) a Claim Against Customer arises from a Product under an Order Form for which there is no charge (for example, during a free proof of concept / trial period or similar unpaid engagement (each, a "Trial Period")); (4) if the alleged infringement arises from third-party materials or data; (5) if the alleged infringement arises from a modification of the materials other than by or on behalf of Logikcull; (6) if the alleged infringement arises from a failure to timely implement modifications, upgrades, replacements, or enhancements made

available to Customer by or on behalf of Logikcull; or (7) a Claim Against Customer arises from a Customer's breach of this Agreement or the Documentation.

- c. Exclusive Remedy. This section states the indemnifying party's sole liability to, and the indemnified party's exclusive remedy against, the other party for any third-party claim described in this section.

## 10. TERM AND TERMINATION.

a. Term. This Agreement will remain in effect until the term of any subscription as set forth in an Order Form concludes, or if this terminated by either Customer or Logikcull as set out below ("Term").

b. Termination.

i. Either Party may terminate this Agreement for cause (i) upon 30 days written notice to the other Party of a material breach if such breach remains uncured at the expiration of such period, or (ii) if the other Party becomes the subject of a petition in bankruptcy or any other proceeding relating to insolvency, receivership, liquidation or assignment for the benefit of creditors.

ii. If this Agreement is terminated by Customer for cause in accordance with Section 10.b.i., Customer shall be entitled to a refund of any prepaid fees covering the remainder of the term after the effective date of termination. If this Agreement is terminated by Logikcull in accordance with the Section 10.b.i., Customer will pay any unpaid fees covering the remainder of the term. In no event will termination relieve Customer of its obligation to pay any fees payable to Logikcull for the period prior to the effective date of termination.

c. Export and Destruction of Hosted Data. During the Term or a trial period, and so long as Customer is in compliance with the terms and conditions of this Agreement, Customer will have the ability to export or retrieve Hosted Data from the Service at any time, and Logikcull will make Hosted Data available to Customer for export or download for up to thirty (30) days after expiration of the Agreement. After such 30-day period, Logikcull will have no obligation to maintain or provide any Hosted Data and will thereafter delete or destroy all copies of Hosted Data in its systems or otherwise in its possession or control, unless legally prohibited. Customer acknowledges that the Service is not intended to be utilized as a document or file storage system for record retention purposes, and it is the Customer's sole responsibility to ensure it maintains a separate system to retain the Hosted Data as required under its own internal record retention policies or as required under applicable law relating to record retention.

d. Survival. Sections 4.a., 4.g., 5, 6, 7, 8, 9, 10.c., 11, and 13 shall survive the termination or expiration of this Agreement.

## 11. PAYMENT OF FEES.

a. Pricing. Customer agrees to pay all fees as agreed between Logikcull and Customer via the Site or other pricing agreement, incurred in connection with its account. Fees will be invoiced monthly, unless otherwise agreed to by the parties. Customer may upgrade its subscription to the Service, if

such upgrades are available, at any time to accommodate additional requirements. If Customer chooses to upgrade, any existing fees arrangement will be terminated and replaced by a new fee's arrangement reflecting the upgrades.

b. Payment Terms. Payment of fees shall be paid in the form as directed on the Site. All payments are due within seven (7) days of the billing date. If payment is not received in thirty (30) days of the billing date Logikcull reserves the right to suspend the Service until Logikcull receives and processes all payments. If payment is not received at the end of sixty (60) days from the billing date, Logikcull reserves the right to terminate this Agreement and delete all Hosted Data. Alternatively, at Logikcull's sole discretion, in the event that payment is late, Logikcull reserves the right to charge interest at the rate of twelve percent (12%) per annum or the highest legal rate, whichever is lower, calculated from the payment due date until the date that full payment is received. Logikcull reserves the right to modify the fees at any time upon notice via the email address provided by Customer.

c. No Refunds. Except as detailed in Section 10.b.ii., all fees associated with the Service are non-refundable. Customer understands and acknowledges that no credits, refunds or prorated discounts will be issued for unused amounts — even if prepaid via a subscription plan.

## 12. SUPPORT/MAINTENANCE/AVAILABILITY OF SERVICE.

a. Interruptions of data processing and access may occur due to planned or emergency maintenance and repair by Logikcull, or due to a Force Majeure Event (as defined in Section 13.b). Under no circumstances will Logikcull be held liable for any financial or other damages due to such interruptions. To the extent the provision of technical or customer support is required, Customer is advised that Logikcull and its Affiliates use a follow-the-sun support model, with support personnel located in the United States, United Kingdom, Europe, Canada, Australia, and India.

## 13. GENERAL.

a. Governing Law; Venue. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Delaware, without regard to its principles regarding conflicts of law. Each Party hereby irrevocably submits to, and waives any objection to, the exclusive personal jurisdiction and venue of the courts located within the Cook County, Illinois.

b. Technology Export. Customer shall comply with all applicable U.S. export control laws and regulations for the exportation of software and technology. Customer acknowledges that the laws and regulations of the United States of America and foreign jurisdictions may restrict the export and re-export of certain commodities and technical data of United States of America or foreign origin, including the Products and/or the Service. Customer agrees that it will not export or re-export any Product without the appropriate United States or foreign government license or permits. Nothing in the section shall be deemed to grant any implied license to Customer that is not expressly set forth in this Agreement. Without limiting the foregoing, Customer hereby represents that the following statements are true and will remain to be true during the Agreement Term: (a) Customer is not a citizen, national, or resident of, and are not under control of, the government of Cuba, Iran, North Korea, Syria, Venezuela, Russia, certain regions of the Ukraine (Donetsk, Luhansk and Crimea), nor any other country to which the United States has prohibited export; (b) Customer will not download or otherwise export or re-export any Product nor provide access to the Service, directly or indirectly, to the above mentioned countries nor to citizens, nationals or residents of those countries; (c) Customer is not listed on the United States Department of Treasury lists of Specially Designated Nationals, Specially Designated Terrorists, and Specially Designated Narcotic Traffickers, nor is

Customer listed on the United States Department of Commerce Table of Denial Orders; and (d) Customer will not download or otherwise export or re-export the Products nor provide access to the Service, directly or indirectly, to persons on the above mentioned lists. The Customer shall defend, indemnify and hold the Logikcull Group harmless from and against all claims and liability relating to a breach of this section.

c. Anti-Corruption. Neither Party has received or been offered any illegal or improper bribe, kickback, payment, gift, or thing of value from an employee or agent of the other Party in connection with this Agreement. Reasonable gifts and entertainment provided in the ordinary course of business do not violate the above restriction.

d. Government Restricted Rights. This section applies to all acquisitions of the Products or Services subject to this Agreement by or for the United States federal government, including by any prime contractor or subcontractor (at any tier) under any contract, grant, cooperative agreement, or other activity with the Federal government. The Products and Services and related documentation were developed at private expense and are "Commercial Items," as that term is defined at 48 C.F.R. § 2.101, consisting of "Commercial Computer Software" and "Commercial Computer Software Documentation," as such terms are used in 48 C.F.R. § 12.212 (for civilian agencies) and 48 C.F.R. § 227.7202 (for Department of Defense agencies), as applicable. Consistent with and subject to 48 C.F.R. § 12.212 and 48 C.F.R. §§ 227.7202-1 through 227.7702-4, as applicable, the Commercial Computer Software and Commercial Computer Software Documentation are being licensed to U.S. Government end users (a) only as Commercial Items and (b) with only such rights as are granted to all other end users pursuant to the terms herein. Any provisions of this Agreement inconsistent with federal procurement regulations or other federal law are not enforceable against the U.S. Government. Unpublished rights are reserved under the copyright laws of the United States. Customer shall not remove or deface any restricted rights notice or other legal notice appearing in the Products and Services or on any packaging or other media associated therewith. This section does not grant Customer or any user any rights not specifically set forth in this Agreement, including without limitation any right to distribute the Products or Service to the United States federal government.

e. Force Majeure. Logikcull will not be liable for any delay or failure to perform under this Agreement due to circumstances beyond Logikcull's reasonable control, including acts of God, acts of government, flood, fire, earthquakes, civil unrest, acts of terror, strikes or other labor problems, regional shortage of adequate power or telecommunications or transportation, internet or other service disruptions involving hardware, software or power systems not within Logikcull's possession or reasonable control, and denial of service attacks ("Force Majeure Event").

f. Entire Agreement. This Agreement constitutes the entire agreement between Customer and Logikcull and supersedes all proposals, oral or written, all negotiations, conversations, discussions, or agreements between Customer and Logikcull relating to the subject matter of this Agreement and all past dealing or industry custom. Notwithstanding the foregoing, in the event that Customer has executed a separate Master Services Agreement or License Agreement with Logikcull apart from this Agreement, then such Master Services Agreement or License Agreement with Logikcull shall govern over the terms of use of the Service. In the event of any conflict between this Agreement and any of Logikcull's policies posted online, including without limitation the Privacy Policy or a Data Processing Addendum, if applicable, the terms of this Agreement will govern.

g. Notices; Electronic Communications. Logikcull may send notices pursuant to this Agreement to Customer's email contact points provided by Customer, and such notices will be deemed received 24 hours after they are sent. Any notices to be provided to Logikcull or questions with respect to the terms of this Agreement shall be sent to notices@revealdata.com, and such notices will be deemed received 72 hours after they are sent.

- h. Assignment. Customer may not assign this Agreement in whole or in part, by operation of law or otherwise, and any attempt to do so will be null and void. This Agreement shall be binding upon and shall inure to the benefit of Customer and Logikcull's successors and assigns. Logikcull may assign its rights, without such consent of Customer to (a) one or more of its Affiliates, or (b) an entity that acquires all or substantially all of the business or assets of Logikcull to which this Agreement pertains, whether by merger, reorganization, acquisition, sale, or otherwise. Logikcull will provide notice to Customer of such assignment within a commercially reasonable period of time.
- i. Waiver. Failure to exercise or enforce any right or provision of this Agreement shall not constitute a waiver of such right or provision.
- j. Independent Contractors. The Parties are independent contractors and shall so represent themselves in all regards. Neither Party is the agent of the other, and neither may make commitments on the other's behalf.
- k. Third-Party Software. Any use of or access to third-party software shall be subject to the license terms and conditions of such third-party software.
- l. Severability. In the event any one or more of the provisions of this Agreement shall for any reason be held to be invalid, illegal or unenforceable, the same shall not affect the validity or enforceability of any other provisions of the Agreement.
- m. Amendment. Logikcull may amend this Agreement from time to time by posting an amended version on its Site or sending Customer written notice thereof. Such amendment will be deemed accepted and become effective 15 days after such notice (the "Amendment Date"), unless Customer first gives Logikcull written notice of rejection of the amendment. In the event of such rejection, this Agreement will continue under its original provisions, and the amendment will become effective at the start of Customer's next Term following the Amendment Date. Customer's continued use of the Service following the effective date of an amendment will confirm Customer's consent thereto. Logikcull may revise the Privacy Policy or Terms of Service on its Site at any time by posting a new version of either on the Site, and such new version will become effective on the date it is posted.



# Napa County

## Board Agenda Letter

1195 THIRD STREET  
SUITE 310  
NAPA, CA 94559  
[www.napacounty.gov](http://www.napacounty.gov)  
Main: (707) 253-4580

Board of Supervisors

**Agenda Date:** 1/27/2026

**File ID #:** 26-198

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**TO:** Board of Supervisors  
**FROM:** Sheryl L. Bratton, County Counsel  
**REPORT BY:** Erin Cossen, Legal Office Manager  
**SUBJECT:** Agreement No. 260276B with CivicPlus

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### **RECOMMENDATION**

Approve and authorize Agreement No. 260276B with CivicPlus, LLC for Policy Manual site hosting and subscription supplement service. (Fiscal Impact: \$29,240 Expense; General Fund; Budgeted; Discretionary)

### **BACKGROUND**

Napa County entered into Agreement No. 240054B with CivicPlus for full-service code hosting and supplementation service on June 27, 2023. Municode is a subsidiary of CivicPlus that provides online code hosting for Napa County. The County now wishes to add the Policy Manual to this online hosting platform to make it publicly available and improve staff's ability to access and update the Policy Manual when needed.

Agreement No. 260276B with CivicPlus will enable the County to add the Policy Manual to the Municode site with a maximum compensation of \$29,240 for Fiscal Year 2025-26 and annual recurring fees of \$17,240 for future fiscal years.

Recommendation:

Approve and authorize Agreement No. 260276B with CivicPlus for a maximum compensation of \$29,240.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	County Counsel 1200000

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Board of Supervisors	<b>Agenda Date:</b> 1/27/2026	<b>File ID #:</b> 26-198
Is it Mandatory or Discretionary?	Discretionary	
Discretionary Justification:	This service improves access to the Policy Manual for both the public and staff.	
Is the general fund affected?	Yes	
Future fiscal impact:	Funds will be appropriated in future fiscal years as needed.	
Consequences if not approved:	Without this additional service, the County would continue to house the Policy Manual on Chardonnay, which is not publicly available and causes issues when updates need to be made.	

## **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State of CEQA Guidelines) and therefore CEQA is not applicable.

# NAPA COUNTY AGREEMENT NO. 260276B



## CivicPlus

302 South 4th St. Suite 500  
Manhattan, KS 66502  
US

Statement of Work

Q-113249-1

12/3/2025 1:58 PM

1/31/2025

Quote #:

Date:

Expires On:

## Client:

Napa County, CA

## Bill To:

NAPA COUNTY, CALIFORNIA

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
JR Riley		jriley@civicplus.com		Net 30

## One-time(s)

QTY	PRODUCT NAME	DESCRIPTION	12 Month Value
1.00	Republication	Republication of General Policies and Bylaws of Committee - Book 1. Excludes / declined printed copies & tabs, exchange for PDF & Word copy, 10pt font, single column. Includes update fee.	USD 11,000.00
1.00	Republication	Republication of Fee & Archived Fees - Book 2. Excludes / declines printed copies & tabs, exchange for PDF & Word copy, 10pt font, single column	USD 1,000.00

## Recurring Service(s)

QTY	PRODUCT NAME	DESCRIPTION	12 Month Value
1.00	Full-Service Supplementation Plus Subscription	Full-Service Supplementation Plus Subscription, declined printed copies & tabs, in exchange for Word & PDF copy	USD 9,590.00
1.00	Bi-Monthly Electronic Supplementation Service Included	Online Supplementation will begin with the ordinances received on a bi-monthly basis.	USD 0.00
1.00	Online Code Hosting Premium Bundle	Online Code Hosting Premium Bundle: Custom Banner, CodeBank, CodeBank Compare + eNotify, OrdBank service	USD 1,475.00
1.00	Full-Service Supplementation Plus Subscription	Full-Service Supplementation Plus Subscription, declined printed copies & tabs, in exchange for Word & PDF copy	USD 4,800.00

QTY	PRODUCT NAME	DESCRIPTION	12 Month Value
1.00	Bi-Monthly Electronic Supplementation Service Included	Online Supplementation will begin with the ordinances received on a bi-monthly basis.	USD 0.00
1.00	Online Code Hosting Premium Bundle	Online Code Hosting Premium Bundle: Custom Banner, CodeBank, CodeBank Compare + eNotify, and OrdBank service	USD 1,375.00

Total Investment - Initial Term	USD 29,240.00
Annual Recurring Services (Subject to Uplift)	USD 17,240.00

Initial Term	12 Months Beginning at Signing
Initial Term Invoice Schedule	100% Invoiced upon Signature Date

Renewal Procedure	Automatic 1 year renewal term, unless 60 days notice provided prior to renewal date
Annual Uplift	5% to be applied in year 2

This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement attached to this SOW and the applicable Solution and Services terms and conditions located at <https://www.civicplus.help/hc/en-us/p/legal-stuff> (collectively, the "Binding Terms"). By signing this SOW, Client expressly agrees to the terms and conditions of the Binding Terms throughout the term of this SOW.

Please note that this document is a SOW and not an invoice. Upon signing and submitting this SOW, Client will receive the applicable invoice according to the terms of the invoicing schedule outlined herein.

Client may issue purchase orders for its internal, administrative use only, and not to impose any contractual terms. Any terms contained in any such purchase orders issued by the Client are considered null and will not alter the Binding Terms, the Agreement or this SOW.

## Acceptance of Quote # Q-113249-1

The undersigned acknowledges having read, understood, and agreed to be bound by the binding terms and conditions incorporated into this SOW. This SOW shall become effective as of the date of the last signature below ("Effective Date").

For CivicPlus Billing Information, please visit <https://www.civicplus.com/verify/>

### Authorized Client Signature

By (please sign):

Printed Name: Amber Manfree

Title: Chair of the Board of Supervisors

Date:

Organization Legal Name: Napa County

Billing Contact: Erin Cossen

Title: Legal Office Manager

Billing Phone Number: 707-253-4520

Billing Email:  
erin.cossen@countyofnapa.org

Billing Address:

1195 Third St., Suite 301  
Napa, CA 94559

Mailing Address: (If different from above)

### CivicPlus

By (please sign):



Printed Name:

Amy Vikander

Title:

Senior VP of Customer Success

Date:

1/16/2026

APPROVED AS TO FORM Office of County Counsel By: <u>Ryan Fitzgerald</u> Deputy County Counsel Date: <u>Jan 16, 2026</u>	APPROVED BY THE NAPA COUNTY BOARD OF SUPERVISORS Date: _____ Processed By: _____ Deputy Clerk of the Board	ATTEST: NEHA HOSKINS Clerk of the Board of Supervisors By: _____
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## CivicPlus

### Master Services Agreement

This Master Services Agreement (this “Agreement”) governs all Statements of Work (“SOW”) entered into by and between CivicPlus, LLC (“CivicPlus”) and the client entity identified on the SOW (“Client”). This Agreement governs the use and provision of any Services purchased by Client, as described in any signed SOW, and the effective date of this Agreement shall commence on the date of signature of the SOW (“Effective Date”). If a SOW has not been executed, then the Effective Date shall be determined as the start date of implementation of any software solution or codification services by CivicPlus for Client. CivicPlus and Client referred to herein individually as “Party” and jointly as “Parties”.

### Recitals

**I. WHEREAS**, CivicPlus is engaged in the business of developing and providing access to proprietary community engagement and government content management software solutions, platforms and associated services (the “Services”); and

**II. WHEREAS**, Client wishes to engage CivicPlus for the procurement of the Services and/or receive a license subscription for the ongoing use of the Services, as set forth in the SOW;

**NOW, THEREFORE**, Client and CivicPlus agree as follows:

### Agreement

#### Term & Termination

1. This Agreement shall commence on the Effective Date and shall remain in full force and effect for as long as any SOW is in effect between CivicPlus and Client, or Services are being provided by CivicPlus to Client, unless terminated in accordance with this §1 or as otherwise provided in this Agreement (the “Term”). Either Party may terminate this Agreement or any SOW as set forth in such SOW, or at its discretion, effective immediately upon written notice to the other Party, if the other Party materially breaches any provision of this Agreement and does not substantially cure the breach within thirty (30) days after receiving notice of such breach. A delinquent Client account remaining past due for longer than 90 days is a material breach by Client and is grounds for CivicPlus termination.

2. Upon termination of this Agreement or any SOW for any reason, (a) the licenses granted for such relevant SOW by §11 below will terminate and Client shall cease all use of the CivicPlus Property and Services associated with the terminated SOW and (b) any amounts owed under outstanding invoices or future planned billing for the completed development and implementation of the Client’s Services, as defined in the SOW (“Project Development”), shall immediately become due in full and payable. Sections 7, 8, 10, 14, 15, 18, 29 -31, 39, and 40 will survive any expiration or termination of this Agreement.

3. At any time during the Term, CivicPlus may, immediately upon notice to Client, suspend access to any Service due to a threat to the technical security or technical integrity of the Services.

#### Invoicing & Payment Terms

4. Client will pay the amounts owed to CivicPlus for the Project Development, subscription and licensing, and annual hosting, support and maintenance services (“Annual Recurring Services”) in accordance with the payment schedule set forth on the applicable SOW. Invoices shall be sent electronically to the individual/entity designated in the SOW’s contact sheet that is

required to be filled out and submitted by Client (the “Contact Sheet”). Client shall provide accurate, current and complete information of Client’s legal business name, address, email address, and phone number in the Contact Sheet upon submission of a signed SOW. Client will maintain and promptly update the Contact Sheet information if it should change. Upon Client’s request, CivicPlus will mail hard-copy invoices for a \$5.00 convenience fee.

5. Each SOW will state the amount of days from date of invoice payment is due. Unless otherwise limited by law, a finance charge of 1.5 percent (%) per month or the maximum rate permitted by applicable law, whichever is less, will be added to past due accounts from due date until paid. Payments received will be applied first to finance charges, then to the oldest outstanding invoice(s). If the Client’s account exceeds 60 days past due, support will be discontinued until the Client’s account is made current. If the Client’s account exceeds 90 days past due, Annual Recurring Services will be discontinued, and the Client will no longer have access to the Services until the Client’s account is made current. Client will be given 15 days’ notice prior to discontinuation of Services for non-payment.

6. During the performance of services during Project Development, if a change that requires repeated efforts to previously approved work product and such change causes CivicPlus to incur additional expenses (i.e. airline change fees, resource hours, consultant fees, Client does not show up for scheduled meetings or trainings), Client agrees to reimburse CivicPlus for such fees, not to exceed \$1,000 per CivicPlus employee. CivicPlus shall notify Client prior to incurring such expenses and shall only incur those expenses which are approved by Client.

### **Ownership & Content Responsibility**

7. Upon full and complete payment of amounts owed for Project Development under the applicable SOW, Client will own the website graphic designs, webpage or Services content, module content, importable/exportable data, and archived information (“Client Content”) created by CivicPlus on behalf of Client pursuant to this Agreement. “Client Content” also includes any elements of text, graphics, images, photos, designs, artworks, logos, trademarks, services marks, and other materials or content which Client provides or inputs into any website, software or module in connection with any Services. Client Content excludes any content in the public domain; and any content owned or licensed by CivicPlus, whether in connection with providing Services or otherwise.

8. Upon completion of the Project Development, Client will assume full responsibility for Client Content maintenance and administration. Client, not CivicPlus, shall have sole responsibility for the accuracy, quality, integrity, legality, reliability, appropriateness, and intellectual property ownership or right to use of all Client Content. Client hereby grants CivicPlus a worldwide, non-exclusive right and license to reproduce, distribute and display the Client Content as necessary to provide the Services. Client represents and warrants that Client owns all Client Content or that Client has permission from the rightful owner to use each of the elements of Client Content; and that Client has all rights necessary for CivicPlus to use the Client Content in connection with providing the Services.

9. At any time during the term of the applicable SOW, Client will have the ability to download the Client Content and export the Client data through the Services. Client may request CivicPlus to perform the export of Client data and provide the Client data to Client in a commonly used format at any time, for a fee to be quoted at time of request and approved by Client. Upon termination of the applicable SOW for any reason, whether or not Client has retrieved or requested the Client data, CivicPlus reserves the right to permanently and definitively delete the Client Content and Client data held in the Services thirty (30) days following termination of the applicable SOW. During the thirty (30) day period following termination of the SOW, regardless of the reason for its termination, Client will not have access to the Services.

10. Intellectual Property in the software or other original works created by or licensed to CivicPlus, including all software source code, documents, and materials used in the Services (“CivicPlus Property”) will remain the property of CivicPlus. CivicPlus Property specifically excludes Client Content. Client shall not (i) license, sublicense, sell, resell, reproduce, transfer, assign, distribute or otherwise commercially exploit or make available to any third party any CivicPlus Property in any way, except as specifically provided in the applicable SOW; (ii) adapt, alter, modify or make derivative works based upon any CivicPlus Property; (iii) create internet “links” to the CivicPlus Property software or “frame” or “mirror” any CivicPlus

Property administrative access on any other server or wireless or internet-based device that may allow third party entities, other than Client, to use the Services; (iv) reverse engineer, decompile, disassemble or otherwise attempt to obtain the software source code to all or any portion of the Services; or (v) access any CivicPlus Property in order to (a) build a competitive product or service, (b) build a product using similar ideas, features, functions or graphics of any CivicPlus Property, or (c) copy any ideas, features, functions or graphics of any CivicPlus Property. The CivicPlus name, the CivicPlus logo, and the product and module names associated with any CivicPlus Property are trademarks of CivicPlus, and no right or license is granted to use them outside of the licenses set forth in this Agreement.

11. Provided Client complies with the terms and conditions herein, the relevant SOW, and license restrictions set forth in §10, CivicPlus hereby grants Client a limited, nontransferable, nonexclusive, license to access and use the CivicPlus Property associated with any valid and effective SOW, for the term of the respective SOW.

12. All CivicPlus helpful information and user's guides for the Services ("Documentation") are maintained and updated electronically by CivicPlus and can be accessed through the CivicPlus "Help Center". CivicPlus does not provide paper copies of its Documentation. Client and its Users are granted a limited license to access Documentation as needed. Client shall not copy, download, distribute, or make derivatives of the Documentation.

13. Client acknowledges that CivicPlus may continually develop, alter, deliver, and provide to the Client ongoing innovation to the Services, in the form of new features and functionalities. CivicPlus reserves the right to modify the Services from time to time. Any modifications or improvements to the Services listed on the SOW will be provided to the Client at no additional charge. In the event that CivicPlus creates new products or enhancements to the Services ("New Services"), and Client desires these New Services, then Client will have to pay CivicPlus the appropriate fee for the access to and use of the New Services. If Client disputes any change, then CivicPlus shall use its reasonable best efforts to resolve the dispute.

14. CivicPlus in its sole discretion, may utilize all comments and suggestions, whether written or oral, furnished by Client to CivicPlus in connection with its access to and use of the Services (all reports, comments and suggestions provided by Client hereunder constitute, collectively, the "Feedback"). Client hereby grants to CivicPlus a worldwide, non-exclusive, irrevocable, perpetual, royalty-free right and license to incorporate the Feedback in the CivicPlus products and services.

### **Indemnification**

15. Unless prohibited by the law of Client's state, the Parties shall defend, indemnify and hold the other Party, its partners, employees, and agents harmless from and against any and all third party lawsuits, claims, demands, penalties, losses, fines, liabilities, damages, and expenses, including attorney's fees, of any kind, without limitation, arising out of the negligent actions and omissions, or intentionally malicious actions or omissions of the indemnifying Party or its affiliates, partners, employees, and agents, directly associated with this Agreement and the installation and ongoing operations of Services contemplated by the SOW. This section shall not apply to the extent that any lawsuits, claims, demands, penalties, losses, fines, liabilities, damages, and expenses is caused by the negligence or willful misconduct on the part of the indemnified Party.

### **Responsibilities of the Parties**

16. CivicPlus will not be liable for any act, omission of act, negligence or defect in the quality of service of any underlying carrier, licensor or other third-party service provider whose facilities or services are used in furnishing any portion of the Service received by the Client.

17. CivicPlus will not be liable for any failure of performance that is caused by or the result of any act or omission by Client or any entity employed/contracted on the Client's behalf. During Project Development, Client will be responsive and cooperative with CivicPlus to ensure the Project Development is completed in a timely manner.

18. Client agrees that it is solely responsible for any solicitation, collection, storage, or other use of end-user's personal data on any Service provided by CivicPlus. Client further agrees that CivicPlus has no responsibility for the use or storage of end-users'

personal data in connection with the Services or the consequences of the solicitation, collection, storage, or other use by Client or by any third party of personal data.

19. Client is responsible for all activity that occurs under Client's accounts by or on behalf of Client. Client agrees to (a) be solely responsible for all designated and authorized individuals chosen by Client ("User") activity, which must be in accordance with this Agreement and the CivicPlus [Terms of Use](#); (b) be solely responsible for Client data; (c) obtain and maintain during the term all necessary consents, agreements and approvals from end-users, individuals or any other third parties for all actual or intended uses of information, data or other content Client will use in connection with the Services; (d) use commercially reasonable efforts to prevent unauthorized access to, or use of, any User's log-in information and the Services, and notify CivicPlus promptly of any known unauthorized access or use of the foregoing; and (e) use the Services only in accordance with applicable laws and regulations.

20. The Parties shall comply with all applicable local, state, and federal laws, treaties, regulations, and conventions in connection with its use and provision of any of the Services or CivicPlus Property.

21. CivicPlus shall not be responsible for any act or omission of any third-party vendor or service provider that Client has selected to integrate any of its Services with.

22. If implementation services, such as consulting or training, are purchased by Client and are not used solely due to the inaction or unresponsiveness of Client during the implementation period, then these services shall expire within 30 days after implementation closeout. The Client may choose to re-schedule any unused implementation services during this 30 day period as mutually agreed upon by the Parties. Any implementation services that have not been used or rescheduled shall be marked complete and closed upon the expiration of the 30 day period.

## **Data Security**

23. CivicPlus shall, at all times, comply with the terms and conditions of its [Privacy Policy](#). CivicPlus will maintain commercially reasonable administrative, physical, and technical safeguards designed to protect the security and confidentiality of Client data. Except (a) in order to provide the Services; (b) to prevent or address service or technical problems in connection with support matters; (c) as expressly permitted in writing by Client; or (d) in compliance with our [Privacy Policy](#), CivicPlus will not modify Client data or disclose Client data, unless specifically directed by Client or compelled by law. Notwithstanding the foregoing, CivicPlus reserves the right to delete known malicious accounts without Client authorization.

24. Client acknowledges and agrees that CivicPlus utilizes third-party service providers to host and provide the Services and store Client data and the protection of such data will be in accordance with such third party's safeguards for the protection and the security and confidentiality of Client's data.

25. CivicPlus may offer Client the ability to use third-party applications in combination with the Services. Any such third-party application will be subject to acceptance by Client. In connection with any such third-party application agreed to by Client, Client acknowledges and agrees that CivicPlus may allow the third-party providers access to Client data as required for the interoperation of such third-party application with the Services. The use of a third-party application with the Services may also require Client to agree to a separate agreement or terms and conditions with the provider of the third-party application, which will govern Client's use of such third-party application.

26. In the event of a security breach at the sole fault of the negligence, malicious actions, omissions, or misconduct of CivicPlus, CivicPlus, as the data custodian, will comply with all remediation efforts as required by applicable federal and state law.

## **CivicPlus Support**

27. CivicPlus will use commercially reasonable efforts to perform the Services in a manner consistent with applicable industry standards, including maintaining Services availability 24 hours a day, 7 days a week. Client will have 24/7 access to the online

CivicPlus Help Center ([civicplus.help](https://www.civicplus.help/hc/en-us/requests/new)) to review use articles, software best practices, receive maintenance release notes, as well as submit and monitor omni-channel support tickets and access solution specific support contact methods (<https://www.civicplus.help/hc/en-us/requests/new>).

28. CivicPlus provides live support engineers based in the domestic United States to respond to basic questions concerning use and configuration, to diagnose software code-related errors, and proactively identify potential systems issues. CivicPlus support engineers serve a preliminary function in the agile development process and escalate defects to software developers or architects for remediation. For security purposes, CivicPlus support engineers are not permitted to modify user accounts, and permissions nor distribute access outside of accounts established by means of a support interaction for testing. Client delegated Users may receive tutorials and guidance on account modifications but will perform the action themselves.

29. CivicPlus support hours span between the hours of 7 am to 7 pm CST, but may vary by product. Client will have 24/7 access to the online CivicPlus Help Center ([civicplus.help](https://www.civicplus.help)) to obtain each product's support hours, review use articles, software best practices, receive maintenance release notes, as well as submit and monitor omni-channel support tickets and access solution specific support contact methods (<https://www.civicplus.help/hc/en-us/requests/new>). After-hours support is available by toll-free phone call only. Non-emergency support requested outside of support hours will be subject to additional fees, such fees will be quoted to Client at the time of the request and will be subject to Client acceptance and invoiced the next business day following the non-emergency support. CivicPlus shall have the sole discretion to determine whether support requests qualify as an emergency, exceed reasonable use or are outside the scope of services outlined in any SOW.

30. If a reported problem cannot be solved during the first support interaction, Client will be provided a ticket number that will be used as communication method throughout ticket escalation until a solution is provided. Support service does not include support for errors caused by third party products or applications for which CivicPlus is not responsible.

## **Marketing**

31. Client hereby authorizes CivicPlus to use Client's name and logo on CivicPlus's website and in sales and marketing presentations. Such authorization may be withdrawn by Client at any time for any reason or no reason at all upon written notice to CivicPlus. Client may publicly refer to itself as a customer of the CivicPlus Services, including on Client's website and in sales presentations. Notwithstanding the foregoing, Each Party hereby grants the other a limited, worldwide, license to use the other's logo in conformance with such Party's trademark usage guidelines and solely for the purpose set forth in this §28. In no event will either party issue a press release publicly announcing this relationship without the approval of the other party, such approval not to be unreasonably withheld.

## **Limitation of Liability**

32. CivicPlus' liability arising out of or related to this Agreement, or any associated SOW, will not exceed the Annual Recurring Services amounts paid by Client in the year prior to such claim of liability.

33. In no event will CivicPlus be liable to Client for any consequential, indirect, special, incidental, or punitive damages arising out of or related to this Agreement.

34. The liabilities limited by Section 32 and 33 apply: (a) to liability for negligence; (b) regardless of the form of action, whether in contract, tort, strict product liability, or otherwise; (c) even if Client is advised in advance of the possibility of the damages in question and even if such damages were foreseeable; and (d) even if Client's remedies fail of their essential purposes. If applicable law limits the application of the provisions of this Limitation of Liability section, CivicPlus' liability will be limited to the maximum extent permissible.

## **Warranties and Disclaimer**

35. Each person signing the SOW, or otherwise agreeing to the terms of this Agreement, represents and warrants that he or she is duly authorized and has legal capacity to execute and bind the respective Party to the terms and conditions of the SOW and this Agreement. Each Party represents and warrants to the other that the execution and delivery of the SOW and the performance

of such Party's obligations thereunder have been duly authorized and that this Agreement is a valid and legal agreement binding on such Party and enforceable in accordance with its terms.

36. CivicPlus warrants that the Services will perform substantially in accordance with documentation and marketing proposals, and free of any material defect. CivicPlus warrants to the Client that, upon notice given to CivicPlus of any defect in design or fault or improper workmanship, CivicPlus will remedy any such defect. CivicPlus makes no warranty regarding, and will have no responsibility for, any claim arising out of: (i) a modification of the Services made by anyone other than CivicPlus, even in a situation where CivicPlus approves of such modification in writing; or (ii) use of the Services in combination with a third party service, web hosting service, or server not authorized by CivicPlus.

37. EXCEPT FOR THE EXPRESS WARRANTIES IN THIS AGREEMENT, CIVICPLUS HEREBY DISCLAIMS ALL WARRANTIES, WHETHER EXPRESS, IMPLIED, STATUTORY OR OTHERWISE, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR ARISING FROM A PRIOR COURSE OF DEALING.

38. EACH PROVISION OF THIS AGREEMENT THAT PROVIDES FOR A LIMITATION OF LIABILITY, DISCLAIMER OF WARRANTIES, OR EXCLUSION OF DAMAGES IS TO ALLOCATE THE RISKS OF THIS AGREEMENT BETWEEN THE PARTIES. THIS ALLOCATION IS REFLECTED IN THE PRICING OFFERED BY CIVICPLUS TO CLIENT AND IS AN ESSENTIAL ELEMENT OF THE BASIS OF THE BARGAIN BETWEEN THE PARTIES. EACH OF THESE PROVISIONS IS SEVERABLE AND INDEPENDENT OF ALL OTHER PROVISIONS OF THIS AGREEMENT.

#### **Force Majeure**

39. No party shall have any liability to the other hereunder by reason of any delay or failure to perform any obligation or covenant if the delay or failure to perform is occasioned by force majeure, meaning any act of God, storm, pandemic, fire, casualty, unanticipated work stoppage, strike, lockout, labor dispute, civic disturbance, riot, war, national emergency, act of public enemy, or other cause of similar or dissimilar nature beyond its control.

#### **Taxes**

40. The amounts owed for the Services exclude, and Client will be responsible for, all sales, use, excise, withholding and any other similar taxes, duties and charges of any kind imposed by any federal, state or local governmental entity in connection with the Services (excluding taxes based solely on CivicPlus's income). If the Client is tax-exempt, the Client must provide CivicPlus proof of their tax-exempt status, within fifteen (15) days of contract signing, and the fees owed by Client under this Agreement will not be taxed. If such exemption certificate is challenged or held invalid by a taxing authority then Client agrees to pay for all resulting fines, penalties and expenses.

#### **Other Documents**

41. This Agreement, including all exhibits, amendments, and addenda hereto and all SOWs, constitutes the entire agreement between the Parties and supersedes all prior and contemporaneous agreements, proposals or representations, written or oral, concerning its subject matter. No modification, amendment, or waiver of any provision of this Agreement or any SOW will be effective unless in writing and signed by each Party. However, to the extent of any conflict or inconsistency between the provision in the body of this Agreement and any exhibit, amendment, or addenda hereto or any SOW, the terms of such exhibit, amendment, addenda or SOW will prevail. Notwithstanding any language to the contrary therein, no terms or conditions stated in a Client purchase order or other order documentation (excluding SOWs) will be incorporated into or form any part of this Agreement, all such terms or conditions will be null and void, unless such term is to refer and agree to this Agreement .

#### **Interlocal Purchasing Consent/ Cooperative Purchasing**

42. With the prior approval of CivicPlus, which may be withheld for any or no reason within CivicPlus's sole discretion, this Agreement and any SOW may be extended to any public entity in Client's home-state to purchase at the SOW prices and specifications in accordance with the terms stated herein.

43. To the extent permitted by law, the terms of this Agreement and set forth in one or more SOW(s) may be extended for use by other local government entities upon execution of a separate agreement, SOW, or other duly signed writing by and between CivicPlus and such entity, setting forth all of the terms and conditions for such use, including applicable fees and billing terms.

#### **Miscellaneous Provisions**

44. The invalidity, in whole or in part, of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.

45. The Parties negotiated this Agreement with the opportunity to receive the aid of counsel and, accordingly, intend this Agreement to be construed fairly, according to its terms, in plain English, without constructive presumptions against the drafting Party. The headings of Sections of this Agreement are for convenience and are not to be used in interpreting this Agreement. As used in this Agreement, the word "including" means "including but not limited to."

46. The Parties will use reasonable efforts to resolve any dispute between them in good faith prior to initiating legal action.

47. This Agreement and any SOW, to the extent signed and delivered by means of a facsimile machine or electronic mail, shall be treated in all manner and respects as an original agreement or instrument and shall be considered to have the same binding legal effect as if it were the original signed version thereof delivered in person. The Parties agree that an electronic signature is the legal equivalent of its manual signature on this Agreement and any SOW. The Parties agree that no certification authority or other third party verification is necessary to validate its electronic signature and that the lack of such certification of third party verification will not in any way affect the enforceability of the Parties' electronic signature or any resulting agreement between CivicPlus and Client.

48. Due to the rapidly changing nature of software as a service and digital communications, CivicPlus may unilaterally update this Agreement from time to time. In the event CivicPlus believes such change is a material alteration of the terms herein, CivicPlus will provide Client with written notice describing such change via email or through its website. Client's continued use of the Services following such updates constitutes Client's acceptance of the same. In the event Client rejects the update to the terms herein, Client must notify CivicPlus of its objection within ten (10) days receipt of notice of such update.



# Napa County

## Board Agenda Letter

1195 THIRD STREET  
SUITE 310  
NAPA, CA 94559  
[www.napacounty.gov](http://www.napacounty.gov)  
Main: (707) 253-4580

Board of Supervisors

**Agenda Date:** 1/27/2026

**File ID #:** 26-51

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**TO:** Board of Supervisors

**FROM:** Ryan J. Alsop - County Executive Officer

**REPORT BY:** Leah Doyle-Stevens - BOS Staff Assistant II

**SUBJECT:** Out-of-State Travel Request

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### **RECOMMENDATION**

Approve and authorize out-of-state travel for District 2 Supervisor Liz Alessio, District 3 Supervisor Anne Cottrell and District 5 Supervisor Belia Ramos to attend the National Association of Counties (NACo) Annual Legislative Conference in Washington, D.C. from February 17-24, 2026. (Fiscal Impact: \$12,000 Expense; General Fund; Budgeted; Discretionary)

### **BACKGROUND**

The National Association of Counties (NACo) holds an annual legislative conference. The conference will be held in Washington, D.C. February 20-24, 2026. NACo is the only national organization that advocates for counties before the federal government, working to make sure the county governments are well-represented and better understood as a key element in the governmental structure. Supervisors Alessio and Cottrell will attend meetings with congressional offices and federal representatives prior to the start of the conference. Because of this, the requested travel period is February 17-24, 2026.

Requested Action: Approve and authorize out-of-state travel for District 2 Supervisor Liz Alessio, District 3 Supervisor Anne Cottrell and District 5 Supervisor Belia Ramos to attend the National Association of Counties (NACo) Annual Legislative Conference in Washington, D.C. from February 17-24, 2026.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	1010000 Board of Supervisors
Is it Mandatory or Discretionary?	Discretionary

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Board of Supervisors	<b>Agenda Date:</b> 1/27/2026	<b>File ID #:</b> 26-51
Discretionary Justification:	The three Supervisors will represent Napa County while attending the NACo Conference and meet with federal officials on issues impacting Napa County. The estimated cost of travel is \$4,000 each.	
Is the general fund affected?	Yes	
Future fiscal impact:	None	
Consequences if not approved:	The County of Napa will not have representation at the meetings with congressional offices and federal officials.	

## **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.



# Napa County

## Board Agenda Letter

1195 THIRD STREET  
SUITE 310  
NAPA, CA 94559  
[www.napacounty.gov](http://www.napacounty.gov)  
Main: (707) 253-4580

Board of Supervisors

**Agenda Date:** 1/27/2026

**File ID #:** 26-194

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**TO:** Board of Supervisors

**FROM:** Ryan J. Alsop, Chief Executive Officer

**REPORT BY:** Andrew M. Mize, Legislative & Policy Analyst

**SUBJECT:** Approval of 2026 Legislative & Regulatory Platform, as amended.

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### **RECOMMENDATION**

Approve and adopt the 2026 Legislative & Regulatory platform, as amended by the Board at its regular meeting on January 13, 2026. (No Fiscal Impact)

### **BACKGROUND**

At its regular meeting on January 13, 2026, the Board of Supervisors considered a draft of the County's 2026 Legislative & Regulatory Platform, an important tool that the Board and staff use to communicate the County's policy priorities to the public and to members and staff of the state and federal legislatures and executive branch and regulatory officials.

The Board requested several notable changes to the platform during its discussion, redlined in the attached revised 2026 Platform ("Attachment A") and summarized below:

1. An additional sentence in the Regulation of Utilities Infrastructure Key Issue outlining regulatory advocacy before the California Public Utilities Commission on the topic of PG&E budgeting and ratemaking, with the County prioritizing a balance between affordability and public safety;
2. An additional sentence in the Public Safety Key Theme outlining funding for local implementation of Proposition 36 (2024) as a County priority for the State's budget;
3. Amendments to the Airport Operations Key Issue related to the facilitation of publication by the Federal Aviation Administration of additional flight paths in to and out of the Napa County Airport; and
4. The addition in the Environmental and Disaster Resilience Key Theme of carbon drawdown as a priority issue for federal and state assistance to local governments.

## Requested Action:

1. Approve and adopt the 2026 Legislative & Regulatory Platform (as shown in Attachment B, clean version), as amended.

**FISCAL IMPACT**

Is there a Fiscal Impact?	No
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Approval will facilitate efficient advocacy on County priorities before key legislative and regulatory bodies.
Consequences if not approved:	The County will not have an updated policy platform and staff will continue to rely on the 2025 platform.
Additional Information:	Strategic Initiatives: Build Healthy, Connected Communities; Champion Environmental Sustainability and Resilience; Preserve Napa County's Agricultural Legacy; Elevate County Service and Workforce Excellence

**ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.



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# Legislative & Regulatory Platform

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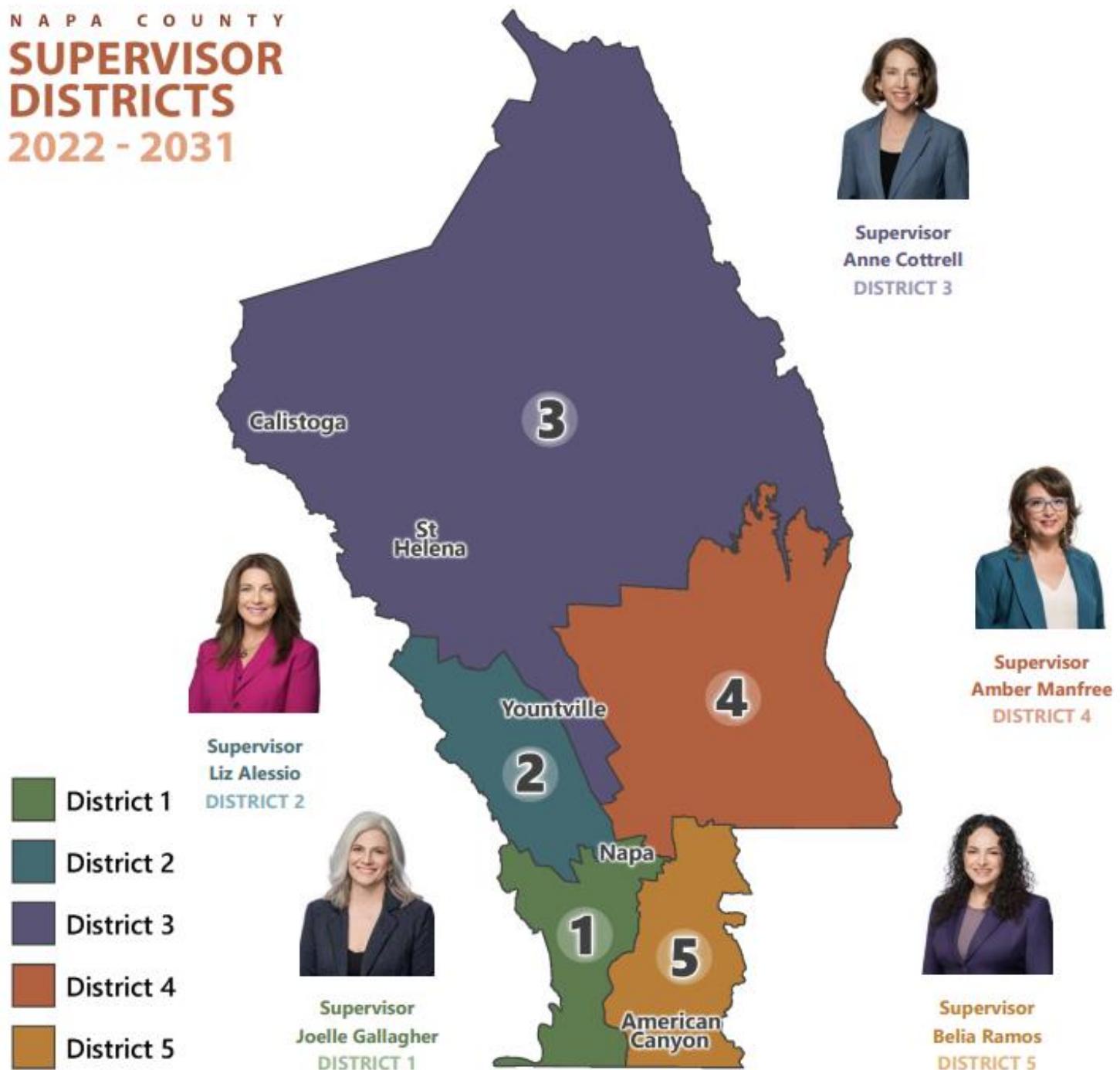


2026

N A P A C O U N T Y

California

NAPA COUNTY  
**SUPERVISOR  
DISTRICTS**  
2022 - 2031





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#### **State Advocates**

Shaw Yoder Antwhi Schmelzer  
& Lange  
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Sacramento, Calif. 95814

#### **Federal Advocates**

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#### **County Staff**

Ryan J. Alsop  
*Chief Executive Officer*  
Holly K. Dawson  
*Deputy CEO/Chief  
Communications Officer*  
Andrew M. Mize  
*Legislative & Policy Analyst*

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## Guiding Principles

1. Napa County will generally support efforts that provide for local discretion in new and existing programs required by the State and federal governments, including advocating for small county exceptions as appropriate, and will also generally support efforts that strengthen the County's capacity to deliver efficient, effective, and transparent governance to our residents.
2. Napa County will generally support efforts to maintain and enhance services that protect our residents and workforce, including children, seniors, homeless persons, immigrants and their families, persons with limited English proficiency, LGBTQIA+ persons, and other at-risk populations.
3. Napa County will generally support efforts that uphold the integrity of the County's Agricultural Preserve ordinance and promote commercial agricultural activities; conversely, the County generally opposes initiatives seeking to reduce its land use authority.
4. Napa County will generally support efforts that mitigate the current climatological emergency and promote the stable conditions necessary for the County's continued economic and agricultural prosperity and public well-being.
5. Napa County will generally oppose legislative and regulatory initiatives that detract from the County's operational efficiency by imposing new unfunded mandates or overlapping or redundant administrative burdens on counties without providing adequate resources to meet those obligations, sustain programs, and retain staff.

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## Key Themes

### ■ **Adapting to New State and Federal Requirements in Social Safety Net Programs & Community Impacts of Health**

**Policy:** Napa County supports actions to mitigate the harm created by H.R. 1 to families receiving Medicaid/Medi-Cal and the Supplemental Nutrition Assistance Program (SNAP/CalFresh). The County also supports actions to mitigate the budgetary impacts of implementing the federal changes.

**Background:** Counties in California are responsible for providing a broad range of services to our communities. These services, which encompass the lifespan, from child development programs to wraparound job seeking and training services and implementation of plans for community aging, permeate every facet of the county's work. Healthy communities are more likely to be collectively invested in their futures, including in the self-perpetuating cycle of identifying shared needs and building a robust network of community-based organizations and healthcare providers to address those needs. Careful planning and proper resources are required for county health and human services departments to provide a strong backbone for these community networks.

The impact that a comprehensive network of community-based organizations, primary and specialty care providers, and county health and human services has on the communities they serve is substantial and measurable. Children with proper nutrition and early childhood development experiences have better social and educational outcomes in school; adults with access to predictable streams of the resources they need can focus on building stable households; and older adults with convenient access to care and services can thrive.

2025 represented a significant shift in the way the State and federal governments implement and fund social-safety-net programs, particularly Medicaid (Medi-Cal in California) and the Supplemental Nutrition Assistance Program (SNAP, or CalFresh in California). Local governments will shoulder new administrative requirements and a greater share of the costs of running these key programs.

Careful planning by the State Legislature and the Departments of Social Services and Health Care Services in partnership with counties will be required to ensure these new requirements and greater share of costs do not overwhelm counties.

Napa County spent 2025 planning for the phase-in of these new requirements, working with other counties and Statewide associations, and will continue to be a forceful and vocal advocate for sustainable and common-sense solutions that put our clients and staff alike in positions to succeed.

## ● Agricultural and Rural Preservation

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**Policy:** Napa County supports actions to preserve and protect the county's agricultural land and to limit development in unincorporated areas.

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**Background:** Farmland in California is threatened by water shortages, natural disaster, and housing development. The California Department of Conservation estimates that approximately 47,000 acres of farmland were lost each year between 1984 and 2018, with the largest decrease coming to Prime Farmland, representing 816,000 acres or about 50 percent of the loss.<sup>1</sup> Urbanization accounts for the vast majority of this loss, about 1.2 million of the 1.6 million acres lost in that period.<sup>2</sup>

Napa County's 1968 Agricultural Preserve Ordinance and subsequent ballot measures approved by residents protect more than 32,000 acres of mostly Prime Farmland through 2058, with total conserved acres exceeding 37,000 acres, about 7 percent of the county's total acreage. Farmland protection is a vitally important climate solution for reaching the State's greenhouse gas emissions reduction targets: an acre of California farmland produces between 58 to 70 percent less greenhouse gases than an acre of urban land, and proactive management of cover crops is essential to seeing actual reduction in emissions in addition to avoiding emissions.<sup>3</sup>

A foundational part of Napa County's advocacy is preservation of agricultural lands and prioritization of agricultural production on these lands.

## ◆ Economic Stability

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**Policy:** Napa County supports State and federal infrastructure policies which incentivize affordable housing in more densely populated areas. The County will support opportunities that allow continued improvement of county roads and bridges and investment in vegetation management and home hardening measures.

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**Background:** Californians in 2025 were subject to continued housing and job market challenges, in an economy that, absent the very largest<sup>4</sup> tech stocks, is stagnant.<sup>5</sup> Market shifts in California's wine industry and other rising costs have resulted in more competition for jobs with competitive wages; a smaller market due to decreased wine consumption from Americans under the age of 30, tariffs on

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<sup>1</sup> Source: California Department of Conservation, Farmland Mapping and Monitoring Program. <https://www.conservation.ca.gov/dlrp/fmmp/Pages/Fast-Facts.aspx>

<sup>2</sup> *Id.*

<sup>3</sup> *Greener Fields: California Communities Combating Climate Change*, American Farmland Trust, September 2018. [https://farmlandinfo.org/wp-content/uploads/sites/2/2019/09/AFT\\_CA-GrFields-web3\\_0.pdf](https://farmlandinfo.org/wp-content/uploads/sites/2/2019/09/AFT_CA-GrFields-web3_0.pdf)

<sup>4</sup> Alphabet; Amazon; Apple; Meta; Microsoft; Nvidia; Tesla.

<sup>5</sup> Rogelberg, Sasha. “‘Big Short’ investor Steve Eisman warns the U.S. economy is a ‘tale of two cities’ that ‘is not even growing 50 basis points outside of AI.’” 8 October 2025. <https://fortune.com/2025/10/08/big-short-investor-steve-eisman-ai-us-gdp-growth-consumer/>

components and reciprocal tariffs on California wines, as well as rising labor costs and skyrocketing commercial property and liability costs. The result of this market shift in Napa from a local government perspective is a smaller pot of funding available for community-based organizations; and flat or declining local sales and tourism occupancy tax revenues.

As to housing, the fundamental basis for economic stability in a community, the State appears to have settled on urban infill development as its favored strategy to address the housing crisis. Napa County supports this approach, recognizing that responsibility for urban infill rests primarily with cities. The areas where the County can act to improve affordability will have mostly structural effects on our community.<sup>6</sup> Examples of these structural impacts include:

- Increasing local funds available for affordable housing projects through impact fees levied on construction in unincorporated areas, intended to incentivize city-center development;
- Improving county-maintained roads and bridges to reduce vehicle wear and tear;
- Developing and supporting other opportunities for disaster mitigation funding to scale up vegetation management and providing matching funding to residents for residential home retrofitting and defensible space projects; and
- Fighting for new laws and regulations that reduce administrative requirements and costs in permitting processes.

## \* Environmental and Disaster Resilience

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**Policy:** Napa County supports strategic federal and State investments to build more environmentally resilient communities.

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**Background:** Robust investment in environmental and disaster resilience is foundational to preparing for the future of Napa County. Building a resilient Napa County means executing a range of measures designed to mitigate the impact of future extreme weather on our environment, our people, and our economy. [This includes federal and state investment in measures facilitating local atmospheric carbon drawdown.](#)

This strategy is clearest in our Regional Climate Action & Adaptation Plan (RCAAP) and comprehensive investments in wildfire mitigation. Napa County's vision to achieve its climate goals, enumerated in the Regional Climate Action and Adaptation Plan, require a network of capital in which strategic investments by the State and federal governments complement self-sustaining local public- and private-sector investment, an ecosystem in which the County and its municipalities are not reliant on State or federal dollars to accomplish shared objectives.

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<sup>6</sup> Building costs in unincorporated Napa County are very high, between \$500 and \$600 per square foot; for a 1,400 square foot home, which is not large, a builder's costs will be between \$700,000 and \$840,000. Urban infill is a more cost-efficient method of addressing Napa County's housing shortage.

## ◆ Public Safety

**Policy:** Napa County supports a re-framing of State justice system policies to more clearly acknowledge and account for the complex roles of local law enforcement and efforts to recognize and support the County's investments and management of mental health and rehabilitation services.

**Background:** Our residents prioritize feeling safe in their homes and on Napa County's streets and a fair and effective justice system that balances stable reentry, rehabilitation, and reduced recidivism. Napa's communities additionally prioritize efforts that protect the rights of victims of crimes and reduce opportunities for repeated instances of victimization.

Of particular and substantial concern to the County is securing proper and ongoing funding from the State for local implementation of Proposition 36 (2024). Effective implementation of Proposition 36 requires substantial funding to link accountability with treatment and affects multiple county functions, including law enforcement, corrections, probation, and behavioral health. This funding will fulfill the voter-approved intent of Proposition 36 and will improve outcomes for justice-involved individuals and overall public safety.

Critical to our public safety is a robust and professional law enforcement agency whose officers can use their extensive training and experience to protect residents of and visitors to the County from threats to that public safety. Too often, though, the Legislature takes up single issues without considering how its actions affect the ability of law enforcement agencies to carry out their sworn duty. Napa County will in its advocacy hold the Legislature to the same high standards expected of our law enforcement officers in expecting clear and precise drafting in and sound reasoning for public safety bills.

Napa County's \$133 million ~~jail project~~ construction of a new Corrections and Rehabilitation Center, completed in 2025 after roughly two years of construction and supported by approximately \$110 million in local funding, enables our Corrections Department to strengthen its focus on mental health support and rehabilitation. Given this substantial local investment, Napa County will continue to advocate for maintaining local control of corrections operations and oppose any new oversight measures that could hinder that effort. Similarly, Napa County's juvenile justice program consistently ranks among the highest performing in the State in graduate success and recidivism rates. The State ceded responsibility for juvenile justice to counties in 2023; it is wholly inappropriate for the State's legislators to now try to claw back control of this critical community support system.

## ◆ Quality of Life

**Policy:** Napa County supports State and federal initiatives that provide support for the County's lower-income residents as well as streamlined eligibility processes for access to services. Napa County supports increased investments in health and human services programs ranging from affordable child development services to older adult programs and protections. Those supports enhance the quality of life for residents, visitors, and our workforce alike.

**Background:** Napa County is a net importer of jobs, meaning that more people come into the county each day to work than leave.<sup>7</sup>

Areas where Napa County seeks to improve our quality of life include maintenance of the roads and bridges for which the County is responsible; older adult support services and child development services; expanding access to fixed-wireless broadband or satellite internet; and the restoration of critical State Library funding used locally for e-book purchases.

Finally, the State and federal governments continue to impose new administrative requirements on the County that often include additional burdens of documentation passed along to our clients and customers, generally without accompanying funding. Even when operation funding is allocated, it is subject to penalties based on accuracy and includes no additional funding for administration costs. This puts greater burdens on existing county staff to learn new program reporting requirements in addition to their existing job duties. This is frustrating and expensive for County staff and those we serve, and finding ways to reduce bureaucracy will improve the experience of residents who rely on County services.

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<sup>7</sup> Source: Workforce Alliance of the North Bay, 2024 Economy Overview for Napa County: [https://www.workforcealliancenorthbay.org/wp-content/uploads/2024/03/Economy\\_Overview\\_Napa\\_County\\_CA\\_9580.pdf](https://www.workforcealliancenorthbay.org/wp-content/uploads/2024/03/Economy_Overview_Napa_County_CA_9580.pdf). Total employment in Napa County: 87,875 jobs. Total labor force residing in Napa County: 71,773; total labor force participation: 62.7%, for a total local labor force of approximately 45,000. This margin is consistent with the County organization's workforce, of which approximately half commutes from outside Napa County.

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## Key Issues

### Access to Health Care

■◆ Applicable themes: **Adapting to New State and Federal Requirements in Social Safety Net Programs & Quality of Life**

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**Policy:** Napa County supports federal legislative and administrative actions to ensure that individuals currently eligible for Medicaid/Medi-Cal continue to maintain coverage. The County supports federal legislation to reverse the burdensome work requirements that will effectively result in the loss of coverage due to new administrative paperwork required of beneficiaries and county staff. The County supports measures to maintain the financial and operational viability of the community's hospitals and clinics.

Napa County, a member of the County Medical Services Program, will advocate for adequate ongoing funding to the CMSP fund, realignment funds to which were eliminated, in the range of \$800m per year.

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**Background:** About one in four Napa County residents, more than 34,000 in total, is enrolled in Medi-Cal, and will be responsible for substantial new eligibility and administrative requirements as a result of HR 1. County personnel, not State or federal employees, will be responsible for trying to make sure current enrollees do not fall through the cracks.

While Federal changes mostly involve new administrative burdens and work requirements, the Governor's 2025-26 budget simply reduces Medi-Cal benefits available to all enrollees and cuts off enrollment for undocumented immigrants beginning January 1, 2026. Staff can mitigate administrative disenrollment under federal requirements through proactive action. But both categories of new State cuts will directly and immediately reduce access to critical preventative care that keeps our residents out of the emergency room. To this end, the County supports comprehensive immigration reform that improves and simplifies the current legal immigration system and includes a national strategy for coordination among federal, State, local, and tribal authorities.

The network of Napa County healthcare providers, despite a principal focus on primary care, is insufficient to meet the needs of the current Medi-Cal population. Providers' capacities will be further hobbled by reduced Medi-Cal reimbursements and increased churn as patients are administratively disenrolled. Within the county, there are two emergency departments at Providence Queen of the Valley and Adventist Health St. Helena, and the ways in which these will be impacted are easily predicted – higher volume, longer wait times, and more severe presentations, all of which will contribute to greater staff burnout and turnover.<sup>8</sup> Notably, Adventist Health St. Helena is classified as a rural hospital: California's eventual allocation of the \$50 billion Rural Health Transformation Program included in HR 1 should be implemented by State officials such that funding is allocated fairly to rural healthcare

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<sup>8</sup> The three closest adult Level I trauma hospitals are about 50 miles away, in Sacramento, Oakland, and San Francisco. The closest pediatric Level I trauma hospital is in Sacramento.

providers, not simply to providers located in urban areas who provide telehealth services to residents of rural areas.

Improving community access to primary care has far-reaching effects in reducing health disparities across the socioeconomic spectrum<sup>9</sup>, decreased use of emergency room services and hospitalizations<sup>10</sup>, improving workforce participation<sup>11</sup>, and long-term cost savings in social services programs<sup>12</sup>. These outcomes must be a priority for State and federal policymakers.

HR 1 will also impact access to and the viability of local specialized service providers.<sup>13</sup> Patient access to specialized healthcare services often require referral from primary care. Reducing access to primary care will have the downstream effect of reducing patient access to the specialized providers.

The increase in need for indigent care as a result of disenrollments will increase the cost to counties. Prior to the ACA, State realignment funds supported the County Medical Services Program (CMSP) for 35 (smaller) counties. Shifts in funding (from \$250m pre-ACA funding to \$10m) since the passage of the ACA resulted in CMSP being largely unfunded currently from its two prior sources of funding. Napa County will advocate for reinstatement of CMSP funding to provide for life-saving care to our residents who cannot afford healthcare or health insurance, with CMSP anticipating a volume of approximately 125,000 residents affected by administrative Medi-Cal disenrollment or who are unable to afford increased ACA subsidies following their expiration on December 31, 2025.

CMSP expects this new obligation to cost, in 2025 dollars, approximately \$800m per year moving forward. Napa and its CMSP counterparts will advocate fiercely for sufficient funding, including restoration of realignment funding previously redirected to the State, and will in turn work to coordinate a unified standard of care.

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<sup>9</sup> Rose *et al.*, Primary Care Visit Regularity and Patient Outcomes, *Journal of General Internal Medicine*, 2018 Oct. 26, <https://pmc.ncbi.nlm.nih.gov/articles/PMC6318173>.

<sup>10</sup> *Id.*

<sup>11</sup> Testimony of Dr. Brian D. Smedley, Ph.D., National Collaborative for Health Equity, before the Subcommittee on Health of the Committee on Energy and Commerce, U.S. House of Representatives, 23 June 2009, <https://www.govinfo.gov/content/pkg/CHRG-111hhrg74088/html/CHRG-111hhrg74088.htm>.

<sup>12</sup> *Id.*

<sup>13</sup> Examples of specialty care providers include oncology (cancer), nephrology (kidneys), cardiology (heart), and orthopedics (bone and tissue). <https://www.cms.gov/priorities/innovation/key-concepts/specialty-care>

## Airport Operations

- ◆ Applicable theme: **Quality of Life**

**Policy:** Napa County supports an expedited, appropriate solution and decision on a new flight path into the County's airport. Napa County will engage the FAA to encourage the publication of alternative approaches to the Napa County Airport.

**Background:** Residents of southern Napa County oppose the Federal Aviation Administration's (FAA) new flight path into the Napa County Airport. The County will engage the FAA to determine an appropriate solution to the issue. Recent changes to the Federal Aviation Administration's instrument approach to Napa County Airport have had unintended noise impacts to residents. The County will engage the FAA to encourage the publication of alternative approaches to our airport. Doing so will enhance the coexistence of the airport and our residents for the long term.

## Behavioral Health

- ◆ Applicable themes: **Adapting to New State and Federal Requirements in Social Safety Net Programs & Quality of Life**

**Policy:** Napa County supports policies to improve the quality and accessibility of behavioral health services, including changes to the Medicaid Institution for Mental Diseases (IMD) rule limiting the ability of facilities to provide care; funding to train and recruit behavioral health workforce; and, increased investments and flexibility to provide behavioral health services.

**Background:** The Board of Supervisors in 2025 approved the use of \$20.5 million in local funds to convert a Reentry Facility, which, given the State's shift in institutional preference from a corrections-based to a behavioral health-centered model, no longer made operational sense, into a Behavioral Health Treatment Center that will help the County meet a flood of new mandates related to behavioral health.

California's budget swung from ephemeral surplus to delayed recognition of structural deficit over the past five years. During the surplus years, the State spent more than was sustainable in the long run, passing dozens of new and ongoing behavioral health initiatives in the Legislature and providing only short-term funding for local implementation. As federal aid ran dry and income and sales tax revenues flattened, costs have now become untenable, and funding has been provided on year-to-year bases. Nowhere is this divergence more prominent than in behavioral health services.

The State's top priority, in light of the flat revenue forecast, should be to plan for a cohesive behavioral health ecosystem built on sustainable, long-term, reliable funding for local implementation. Achieving this vision requires a predictable and properly funded workforce development framework that enables communities to recruit, train, and retain qualified staff to meet community needs. Allocating remaining Proposition 1 (2024) funding for behavioral health, which measures in the billions of dollars in keeping with these principles of sustainability should be the top deliverable for this priority of building a sustainable behavioral health ecosystem.

The State must consider strategic merger of new and existing behavioral health local mandates, which are already chronically underfunded. Counties, including Napa, create organizational efficiencies by merging programs with similar reporting requirements under a single umbrella. The County supports a similar approach by the State: in a time when we must all do more with less, finding ways to combine administrative obligations would be a welcome and much-needed relief.

Napa County's network of CBOs is intimately familiar with the need to do more with less, and as the maze of State statutory and regulatory requirements has grown ever more complex, CBOs have found it correspondingly more difficult to recruit and train a behavioral health workforce that can meet these mandates. The County recognizes the invaluable contributions of community nonprofit partners in addressing BH needs and will continue to advocate for local control of funding to support BH needs of our community, including funding for local CBOs

Finally, the obligations of counties as it pertains to the forensic aspects of behavioral health have never been greater. With the State shift in criminal justice to a more behavioral health-centric approach, county behavioral health staff now spend more time than ever before preparing for, waiting in, and testifying before courts for justice-involved clients. The State has not so far recognized this increased burden and workload by either providing resources for dedicated forensic behavioral health or finding ways for insurers, including Medi-Cal and private insurers, to shoulder some of this financial burden. Reform in this area will provide significant relief to time and money pressures on local behavioral health departments.

## **California's Property Insurance Market and the FAIR Plan**

★ Applicable themes: **Economic Stability & Environmental and Disaster Resilience**

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**Policy:** Napa County supports federal and State legislation and regulatory actions to address the residential and commercial property insurance crisis.

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**Background:** Wildfires of monumental scale continue to devastate California's landscapes. In their wake, residents returning to damaged or destroyed homes face complex and uphill battles to secure insurance payouts necessary to rebuild. The fight to solve California's property insurance crisis this year gained powerful advocates in Los Angeles County – and Napa County welcomes these new partners in our ongoing efforts.

Napa County's property insurance advocacy is intrinsically tied to the tens of millions of dollars of local General Fund and private investment in fire mitigation at residential and commercial properties across the county. We have strategically invested in dozens of miles of dozer lines and consistent, methodical vegetation management. Napa is far safer from wildfire now than in 2017 and 2020, and residents and businesses are fully invested in this approach.

Napa is a small county and seeks to become fully self-sustaining in our wildfire mitigation efforts. State and federal funding are unreliable, and Napa County's residents and workforce cannot depend on such funding to protect lives and property.

A critical part of becoming self-sustaining is realizing a return on this investment, not only through more effective wildfire mitigation and response, but also through widely available admitted-market property insurance at rates that appropriately reflect Napa's exposure to wildfire.

In California, legislative and regulatory measures that require insurers to take into account home hardening measures and parcel- and landscape-level defensible space efforts in their underwriting decisions and ratemaking applications will be necessary to align incentives. Allowing insurers to craft their own solution has led to unsustainably high enrollments in the FAIR Plan and a ratepayer bailout; the proper solution is incentivization of household-level mitigation and the building of community-level resilience. Napa County has a significant competitive advantage here: buy-in from property owners, robust local resources, and a relatively small land area all work in our favor over our neighbors and other rural counties across California, and our insurance rates should reflect these discrepancies.

Napa County continues to track the Insurance Commissioner's Sustainable Insurance Strategy and will look for the Commissioner to hold insurers to their coverage commitments under the Commissioner's disaster modeling regulations. The County also expects the Commissioner to limit the use of the catchall "hardship" exemption to that particular regulation and will advocate for regulatory changes if it is used to limit insurer portfolios in Napa County.

Napa County conducted extensive federal advocacy on property insurance reform in 2025 and expects to continue to do so in 2026. This is a national issue. Property insurance markets are not only in crisis in California: Gulf states like Florida and Alabama have already navigated similar challenges; wildfires are affecting the growing population of the Mountain West in unprecedented ways; and wind and hail damage across the Midwest and Great Plains have created a residential property insurance crisis more widespread and difficult to solve than the one unfolding in California.

Property insurance is a nationwide issue that merits use of Congress's investigative power and oversight authority and the grant of new enforcement power within Department of Treasury's Federal Insurance Office to correct market manipulation and misconduct by insurers.

## Carrier of Last Resort Obligations

- ◆ Applicable themes: **Quality of Life & Public Safety**

**Policy:** Napa County supports continued use of copper-line telephone service as a reliable, cost-effective means of serving rural unincorporated areas of the County, including support for the California Public Utilities Commission to issue rulemaking rather than involving the State legislature and a statewide coverage mapping program led and funded by CPUC.

**Background:** For 3,195 residents of Napa County, copper-line telephone service is a key backstop to maintain connection with the outside world. Copper-line service is resilient: it does not require a battery backup to work during power outages. It is generally cheaper for consumers to have a copper line phone than a cell phone plan or broadband (high-speed internet) service<sup>14</sup>, and copper line exists in places where it is unprofitable for telecommunications firms to expand broadband coverage. Finally, it is easy for people of all ages and technological acumen to use: just pick up the phone and dial. The maintenance of copper lines also supports skilled labor opportunities for California's workforce.

Napa County recognizes that there are likely areas of the county, particularly within incorporated city limits, where cell phone coverage is sufficiently widespread and broadband or fiber-optic infrastructure may be sufficient to make maintaining copper line coverage unnecessary. However, it is not urban areas where maintenance of copper lines is difficult or costly, and absent affordability protections through California's LifeLine program<sup>15</sup>, Napa County will oppose discontinuation of copper line service in these rural and otherwise poorly served areas.

Napa County opposes discontinuation of copper line service and cessation of existing carrier of last resort obligations in rural, unincorporated areas of the county, where residents lack reliable access to high-speed internet and consistent cell coverage. This includes participation in the ongoing California Public Utilities Commission (CPUC) rulemaking related to carrier of last resort obligations and opposition to any legislative efforts to circumvent the CPUC. Napa's baseline position is that the proper forum for debate about carriers of last resort is the CPUC and the California legislature is fundamentally an improper venue.

<sup>14</sup> An outstanding question for California's policymakers is, given the high costs of installing and maintaining fixed wireless infrastructure and cell phone towers in remote areas across the State, whether broadband is the long-term answer or if satellite internet provides a more resilient and lower-cost solution for high-speed internet access.

<sup>15</sup> <https://www.californialifeline.com/en>, website available in multiple languages.

## Farmworker Housing

◆ ● Applicable themes: **Quality of Life & Agricultural and Rural Preservation**

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**Policy:** Napa County seeks continued State support past FY 2027 for its Farmworker Housing program.

**Background:** Napa County, in partnership with the local wine industry, operates three farmworker housing centers in the northern part of the county, open 11 months per year and each housing 60 farmworkers at a cost of \$18 per night. Napa is unique among California counties in this public-private structure and nearly year-round availability. Both of these characteristics reflect the structural challenges of growing winegrapes that meet the exacting standards of Napa's industry.

The County receives \$250,000 in revenue from the State of California under a 10-year agreement set to expire in FY 2027, and tenant rents account for another \$1 million, representing a 50 percent increase in rental rates in eight years. Napa has increased the private assessment by 45 percent since FY 2018, and annual assessment revenues of about \$658,000 are more than double the State's contribution.

Rental-rate and assessment increases have partially offset a 50 percent increase in costs for food, utilities, maintenance, and supplies since 2018. But the County's operating gap, up 136% in the same period, is projected to grow, from \$263,571 in FY 26 to \$463,355 in FY 30. Napa County's annual appropriation has grown 300 percent over this period to meet these costs – a pace that is not sustainable.

The Farmworker Housing program has been a successful and worthwhile investment of public and private funds: between 2014 and 2024, the Centers have maintained a 96 percent occupancy rate.<sup>16</sup> The farmworkers who utilize these Centers form a reliable corps of skilled labor and return to lodge with us year-over-year, in some cases for more than a decade. The Centers address a critical need for safe, affordable, and stable housing among low-income farmworkers. The unique CSA4 funding model is assessed annually and reauthorized every 5 years. In 2022, the assessment received 86.6 percent approval from vineyard owners, demonstrating the strength of the local support and partnership more than twenty years after its establishment.

***Napa County and its private partners will in 2026 seek partners in the legislative and executive branches to both renew this State appropriation for another ten years and increase the annual appropriation to reflect increased costs.***

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<sup>16</sup> Source: California Human Development Occupancy Reports. Excluding the pandemic years 2020 and 2021.

## FEMA Reform

★ Applicable themes: **Economic Stability & Environmental and Disaster Resilience**

**Policy:** NAPA County supports reforms to the Federal Emergency Management Agency (FEMA) to foster a more efficient, transparent and flexible system for disaster preparedness and response.

**Background:** FEMA serves one of the most important roles in the federal government, coordinating mitigation, response, and recovery from disasters nationwide. Napa County supports reforms on how FEMA carries out that mission to keep our nation's emergency management capabilities and performance at their peak.

In 2025, bipartisan members of Congress introduced a comprehensive FEMA reform package (H.R 4669), spearheaded by House Transportation and Infrastructure Committee Chairman Sam Graves (R-MO) and Ranking Member Rick Larsen (D-WA). Napa County supports these proposed reforms, which would bring significant and positive changes for local governments and our residents. Napa County supports an approach that would transition FEMA's disaster assistance from a reimbursement-based model to a grant-based model, allowing local governments to access funds faster and maintain stronger financial flexibility during recovery. It would also increase the federal cost share (up to 85 percent) for communities that adopt forward-thinking mitigation strategies.

*Napa County also supports the proposal's streamlined environmental and historic preservation reviews for local projects and the creation of a public accountability dashboard to track FEMA's review and approval timelines. For residents, the reform package would replace the complicated patchwork of disaster-aid applications with a single, universal application covering all federal disaster programs. It also gives states greater flexibility to design emergency housing solutions that reflect local conditions, rather than a "one-size-fits-all" federal approach - a reform that will have direct and lasting effects on survivors' quality of life in the wake of a disaster.*

## Local Control Measures

●♦ Applicable themes: **Agricultural and Rural Preservation & Quality of Life**

**Policy:** Napa County urges the State to address implementation challenges associated with the recent changes to local land use authority through subsequent cleanup bills.

Napa County requests that the State allow existing judicial precedent related to local control of emergency medical services to stand.

### Background:

#### *Local Control in Land Use*

California's legislature in 2025 passed a wide-ranging legislative package from the Governor diminishing local land use authority. The two-part package included a host of new statutory exemptions, notably including a useful new exemption for certain wildfire risk reduction projects that include home hardening or defensible space projects within 200 feet of a structure in a High or Very High Fire Hazard Severity Zones.

However, the "near miss" analysis, which allows certain projects to take advantage of certain CEQA exemptions when they fail to qualify for a single element of the exemption by completing analysis only on that exemption lacks the clarity needed for local governments to understand how to conduct CEQA analysis for single elements. For instance, Public Resources Code Section 21080.40, which exempts from review certain affordable housing projects that, among other things, use prevailing wage standards, is subject to near miss analysis. But if the missing element is that the project does not use prevailing wage standards, local governments are supposed to find a way to conduct CEQA analysis of this missing concept – one that is far too attenuated from potential environmental impacts to lead to useful and definitive analysis, and too easily challenged in court as a result.

The Legislature, through these and other measures, continues to pass laws that are vague and difficult for counties to implement successfully. Land use is a defining issue in Napa County, and the County will advocate for greater precision in legislative drafting and clearer intent statements from authors about how new mandates should be interpreted and implemented.

Another portion of the reform package freezes the authority of local governments to enact residential building codes more stringent than those required by the State until 2031. Napa County and its municipalities are in the midst of adoption of a countywide Regional Climate Action and Adaptation Plan, which calls for the use of "reach codes" to enhance resilience and preserve the climate conditions that sustain Napa's wine industry. Napa opposes the State's regulatory freeze, which frustrates the County's efforts to improve our climate resilience.

*Napa's overarching land use priority is and will remain defending agricultural use of historically agricultural land. Napa is the smallest and most rural of the Bay Area's nine counties, and our communities find it a worthwhile use of time and resources to retain a piece of California's agricultural heritage in a part of the state that has spent the last fifty years tearing out fruit and nut trees in the shift to a high-tech, service-based economy that is no less boom-and-bust than the orchards it replaced.*

## *Local Control in Emergency Medical Services*

Established statutory and judicial precedent has repeatedly affirmed county responsibility for the administration of emergency medical services and with that, the flexibility to design systems to equitably serve residents throughout our jurisdiction. Counties are required by the Emergency Medical Services Act to create a local EMS system that is timely, safe, and equitable for all residents, and do so by contracting with both public and private agencies to ensure coverage of underserved areas. This unified authority is particularly important for small jurisdictions like Napa County that include significant unincorporated rural areas with difficult terrain. Fragmenting that authority and abrogating years of precedent would create a patchwork of providers in rural and unincorporated areas—the very problem the EMS Act, passed over forty years ago, intended to resolve.

## **Pest and Disease Detection and Control**

＊ Applicable themes: **Environmental and Disaster Resilience**

**Policy:** Napa County supports continued state investments in environmental and disaster resilience to help farmers reduce their climate impacts through a range of measures, such as incorporating compost in lieu of synthetic fertilizers, using low-smoke burn technologies to produce biochar on-site, and adopting no-till practices.

**Background:** Napa County administers several vital agricultural programs that protect the county's agricultural industry from pests and diseases. These programs, funded through a combination of State and federal initiatives, represent some of the County's most critical agricultural functions. Grapevines are at high risk of disease being introduced in planting stock, and insufficient resources to properly address this risk. The dedicated staff responsible for managing these programs play a pivotal role in maintaining vineyard and forest health through early detection and rapid response. Napa County's robust pest exclusion regulations, together with State laws, ensure that incoming plants and raw materials are properly quarantined.

The County's Pest Detection team annually deploys thousands of traps (over 6,200 in 2024) and conducts tens of thousands of inspections (more than 49,000 trap servicings and inspections in 2024) to identify high-risk areas.<sup>17</sup> Recent increases in pest and disease detections highlight the need to expand these programs.

Napa County supports continued State investment to help farmers reduce their climate impacts through a range of measures, such as incorporating compost in lieu of synthetic fertilizers, using low-smoke burn technologies to produce biochar on-site, and adopting no-till practices. Finally, Napa County is under an ongoing Live Oak Mortality emergency – there are dead and dying trees throughout Napa, and the health of our forests is tied directly to the health of our vineyards. Napa County will advocate for future

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<sup>17</sup> Notably, these figures are down since 2022, due to stagnant funding and rising costs.

climate bond funds to go to additional research that will help us identify pests and more robust response resources to improve forest health and minimize the impact of pests and disease on our environment.

## Public Health

■♦● Applicable themes: **Adapting to New State and Federal Requirements in Social Safety Net Programs, Quality of Life, and Agricultural and Rural Preservation**

**Policy:** Napa County supports legislative actions that enhances local investments in public health, its partners, and health considerations across policies that affect any identified need in the local Community Health Assessment (CHA) or may impact strategies of the local Community Health Improvement Plan (CHIP).

**Background:** With the passage of Proposition 1 in 2024, the State committed to using approximately \$120 million<sup>18</sup> per year of the revenue from this ballot measure in new public health funding. Counties, including Napa, have significant public health responsibilities, including but not limited to communicable disease monitoring, the Women, Infants, and Children nutrition and education program, chronic disease prevention, health education, ensuring preparedness for future emergencies, and assuring local emergency medical services, and local emergency medical services. Draft proposals recently released by the State are concerning for offering minimal funding for several new mandates, as well as proposing to use a third-party entity as a fiscal intermediary rather than leverage existing local public health jurisdiction infrastructure to carry out fund local CBOs.

This approach flies in the face of the work undertaken by local health jurisdictions to understand their communities and the capacities of local CBOs. Napa County supports State and federal investments in local public health, and urges the State to leverage existing local public health infrastructure in its considerations for future developments and to ensure adequate funding for any new responsibilities. Proposed funding will be inadequate for local health jurisdictions now tasked to incorporate the behavioral health work, including convening state-funded CBOs that may not necessarily be in their jurisdiction, and their work into the local Community Health Assessment and Community Health Improvement Plan.

One of the major public health lessons learned from the pandemic is that prioritization of local control whenever possible produces outcomes that reflect the relative strengths of a particular community and bolster more fragile connection points when needed. While the State's approach here is not consistent with our experiences during the pandemic, Napa will nonetheless work collaboratively in the state's efforts to regionalize public health work, but maintains that counties are best suited to coordinate local public health efforts.

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<sup>18</sup> California Department of Public Health, BHSA Population-Based Prevention Guide, Phase 2, p. 4, n. 1: [https://www.cdph.ca.gov/Programs/OPP/CDPH%20Document%20Library/BHSA\\_Population-Based\\_Prevention\\_Program\\_Guide\\_Phase\\_2.pdf](https://www.cdph.ca.gov/Programs/OPP/CDPH%20Document%20Library/BHSA_Population-Based_Prevention_Program_Guide_Phase_2.pdf)

Access to minimally processed and nutrient-rich food is critical to maintaining good health across the lifespan. Napa County will support state and federal legislative efforts that seeks to improve the health or addressed local health needs as identified in the Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP).

Napa's local CBO network is critical to public health in Napa County. Local CBOs are often well-positioned to take on primary prevention efforts to address behavioral health needs, particularly those CBOs that are embedded within school settings or have a focus on early child development. Napa County's substantial network of CBOs have supported many local behavioral health prevention efforts and may be overlooked by the state's future fiscal intermediaries. Part of what makes CBOs such effective public health advocates is their relationship as a trusted messenger with vulnerable communities. Increased enforcement of federal immigration laws and accompanying implementation strategies, like data-sharing between federal health and human services agencies and immigration enforcement authorities, causes significant fear of adverse immigration actions in Napa County's immigrant population. Additionally, the majority of CBOs in small counties are vulnerable to funding gaps and may not survive the loss in funding to continue supporting local public health efforts.

Finally, the State's Future of Public Health funding should continue as an ongoing investment independent of Proposition 1 funding. Proposition 1 funding is behavioral health-oriented, and it is unclear the extent to which the State plans to separate out funding designated for public health efforts. Consequently, the Future of Public Health investment remains a bulwark for local operations, and long-term, stable funding is necessary for public health departments to carry out their many mandates.

## Regional Adaptation

◆\* Applicable themes: **Quality of Life & Environmental and Disaster Resilience**

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**Policy:** As the State ramps up commitments of bond funds for a range of resilience and adaptation measures, Napa County will evaluate the emergency rulemaking proceedings to implement the program guidelines to identify alignment with County priorities and the Regional Climate Action and Adaptation Plan.

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**Background:** Proposition 4 (2024) authorizes the State of California to borrow an additional \$10 billion, repayable over the next 40 years, for a range of resilience and adaptation measures. Nearly 40 percent of the bonds are allocated to water supply improvements and flood mitigation.<sup>19</sup> The next three biggest categories, representing a cumulative 40 percent of the remaining bonds, are designated for wildfire prevention and forest health, sea level rise and coastal restoration, and the protection and restoration of natural areas.<sup>20</sup>

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<sup>19</sup> Legislative Analyst's Office, Analysis of Proposition 4:  
<https://lao.ca.gov/BallotAnalysis/Proposition?number=4&year=2024>.

<sup>20</sup> *Id.*

The remaining 23 percent of the bonds will fund energy infrastructure, State and local parks, extreme heat mitigation, primarily in urban areas, and improving resilience in the agricultural sector.<sup>21</sup> The intent of the State, in putting the measure to voters, was that “[m]uch of the bond money would be used for loans and grants to local governments, Native American tribes, not-for-profit organizations, and businesses,” with “some bond money...available for State agencies to spend on State-run activities.”<sup>22</sup>

The Governor and Legislature in 2025 approved \$3.3 billion in bond expenditures for FY 2025-2026, some of which will backfill spending reductions because of the State’s deficit<sup>23</sup>; timing on future allocations is yet to be determined.<sup>24</sup>

To this end, as the State ramps up commitments of the bond funds noted above, Napa County will proactively evaluate and provide comment on the emergency rulemaking proceedings to implement the program guidelines to advocate for State alignment to County priorities and the Napa Regional Climate Action and Adaptation Plan.

## Regulation of Utilities Infrastructure

◆\* Applicable themes: **Public Safety & Environmental and Disaster Resilience**

**Policy:** Napa County currently supports the California Public Utilities Commission’s (CPUC) directive to PG&E to split its efforts between undergrounding lines in particularly high fire risk areas and installing cladding to harden existing lines against fire. The County also encourages a comprehensive review by the CPUC of the 72-hour battery backup installation compliance rates.

**Background:** Napa County presents challenging terrain for fire suppression, with sparsely populated mountains surrounding a narrow valley. As we saw in 2025 with the Pickett Fire, a wildfire that starts on the valley floor can spread quickly into nearby canyons. These canyons frequently lack roads and limit the ability of firefighters to establish a ground response presence; in the case of Pickett, elite and specialized firefighters were dropped in on helicopters to battle the flames.

Also in these same canyons and across Napa’s challenging terrain are overhead utility lines. Napa County supports undergrounding of these lines at a pace that reflects an appropriate cost-benefit analysis for our residents, who are mostly PG&E customers and foot the bill for these improvements. The California Public Utilities Commission has directed PG&E to split its efforts between undergrounding lines in particularly high fire risk areas and installing cladding to harden existing lines against fire, a balance the County supports for the present moment.

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<sup>21</sup> *Id.*

<sup>22</sup> *Id.*

<sup>23</sup> The County will look for these backfills not to expand programs beyond sustainable levels, but rather backfill programs that State and local governments already understand and know how to do well.

<sup>24</sup> Legislative Analyst’s Office, 2025-26 California Spending Plan, Proposition 4:  
<https://lao.ca.gov/Publications/Report/5076>.

A track record of undergrounding on-time and on-budget, plus data demonstrating improved economies of scale for undergrounding, may in the future tip the County's position toward a greater proportion of PG&E's budget going to undergrounding and limited rate increases in exchange for significant new safety benefits.

[Further related to PG&E's budgeting and ratesetting, the County will advocate before the CPUC as appropriate for a careful balance between affordability for ratepayers and improving public safety.](#)

A final priority for Napa County is to engage the California Public Utilities Commission on the issue of 72-hour battery backup installations. PG&E's current compliance rates for these installations across Napa and our neighboring counties remain unclear. The County urges a thorough and comprehensive review by CPUC of these installations.

## **Transportation & Infrastructure**

◆\* Applicable themes: **Quality of Life & Environmental and Disaster Resilience**

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**Policy:** Napa County supports a reauthorization of the federal Surface Transportation Act which provides flexibility to empower local governments to pursue locally-driven priorities. The County supports a funding framework focused on competitive grants rather than formula-driven grants, which favor more urbanized areas.

**Background:** The Federal government's efforts to reauthorize the Surface Transportation Bill will anchor Napa County's 2026 transportation and infrastructure agenda. As the County seeks to become more self-sustaining in its disaster preparedness efforts and reduce recovery costs, a fundamental element of local preparedness is a well-maintained system of roads, bridges, safety projects, and thoughtful and strategic decisions in undertaking new transportation projects.

In California, counties own and maintain approximately 40 percent of all public roads and nearly 30 percent of bridges. Nationwide, counties are responsible for 44 percent of public roads and 38 percent of bridges. In Napa County, where state highways are limited, the County maintains 87 percent (about 415 miles) of all public roads. This makes continued access to direct federal funding for counties a critical priority.

Federal transportation programs should provide flexibility that empowers local governments to pursue locally driven priorities without forcing projects into restrictive federal grant categories. Like other similarly situated counties, Napa favors a funding framework that emphasizes competitive grants, where small, high-capacity jurisdictions can make a strong case for individual projects, rather than formula-based grants, which favor large, urban projects with huge impact numbers.

## Vehicle License Fee Swap Obligation

◆ Applicable themes: **Quality of Life & Public Safety**

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**Policy:** Napa County urges the State to create a statutory mechanism to reimburse local governments when no non-basic aid school districts remain within a county, without which the county faces a potential \$50 million annual loss in local revenue.

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**Background:** In 2004, the Vehicle License Fee Swap (VLF) was created as part of a budget compromise. The State permanently reduced the VLF rate from 2.00 percent to 0.65 percent, significantly decreasing resulting revenues to counties, cities, and towns. The State also required local taxing agencies to shift an additional \$1.3 billion over two fiscal years to address the State's budget deficit. In exchange, the State agreed to reimburse the counties, cities, and towns for lost VLF revenues.

The ongoing VLF obligations were thereafter adjusted annually based on growth in the assessed value of property within the local agencies' boundaries. Funding for the State's in-lieu VLF obligation now flows through the Education Revenue Augmentation Fund (ERAF) and property taxes that would otherwise go to non-basic aid schools, which the State backfills to schools through an increased contribution.

*2025 marked the first year that the State fell short in meeting its obligation on VLF. This cannot be allowed to happen again: policymakers must recognize this funding swap as constitutionally inviolable and enshrine it in law.*

Current law does not provide a statutory mechanism to reimburse local governments when no non-basic aid school districts remain within a county. In Napa County, the largest school district, Napa Valley Unified School District (NVUSD), is the only remaining non-basic aid school district but it is trending towards basic aid status due to declining enrollment, a high property tax apportionment factor, and rising assessed valuation.

Once that occurs, Napa will become a complete basic aid county and instantly lose its statutorily provided means of funding the State's VLF obligation. The resulting \$50 million annual loss in local revenue would trigger a fiscal crisis for the County and its cities and town. Without a statutory fix, Napa County and its municipalities will be forced to substantially reduce public safety staffing and associated crucial programs, fundamentally altering the way essential public services are delivered.

Attachment B: 2026 Legislative & Regulatory Platform  
(As amended by the Board of Supervisors at its regular meeting on January 13, 2026)  
[Clean]



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# Legislative & Regulatory Platform

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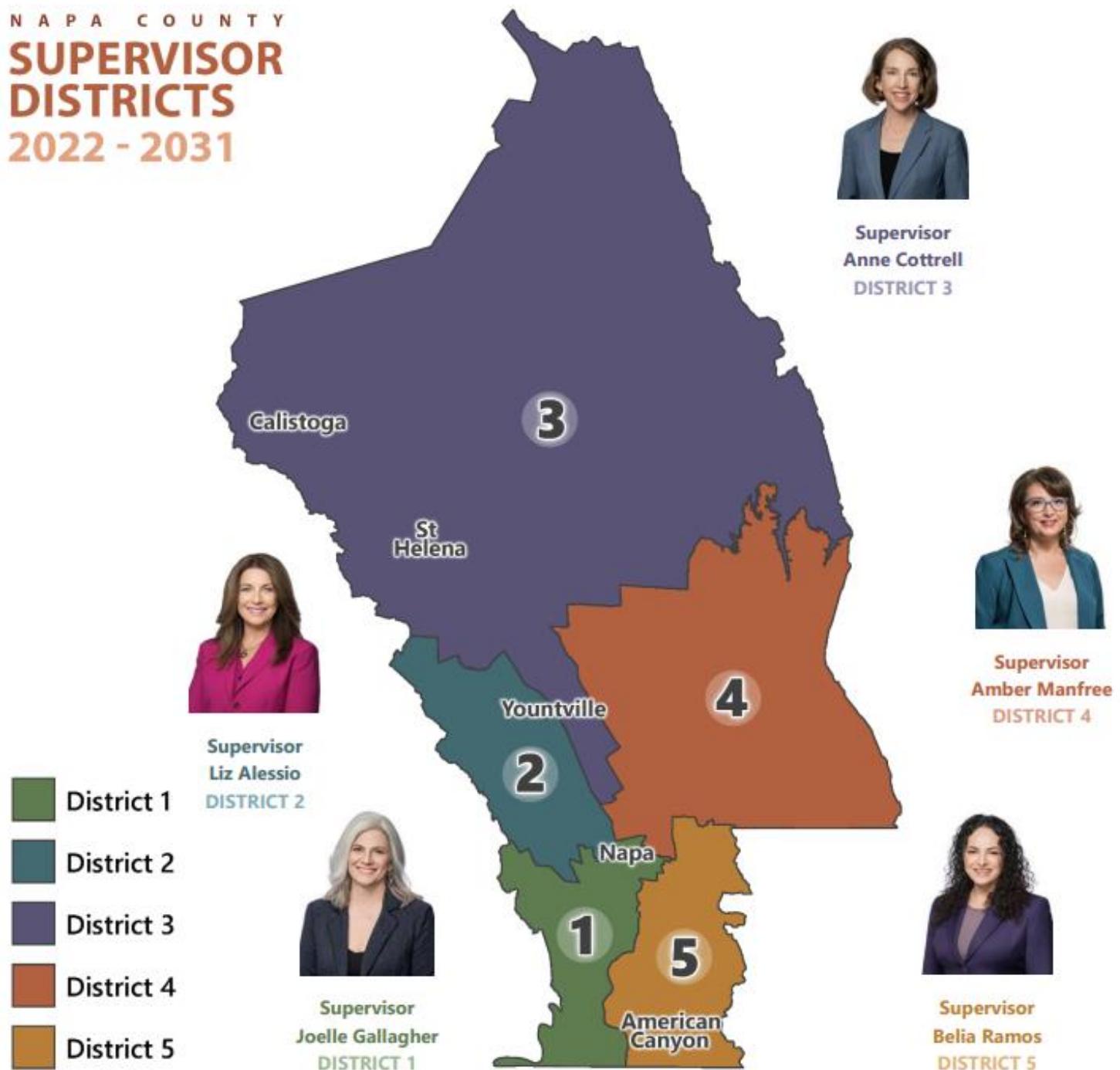


2026

N A P A C O U N T Y

California

NAPA COUNTY  
**SUPERVISOR  
DISTRICTS**  
2022 - 2031





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## Guiding Principles

1. Napa County will generally support efforts that provide for local discretion in new and existing programs required by the State and federal governments, including advocating for small county exceptions as appropriate, and will also generally support efforts that strengthen the County's capacity to deliver efficient, effective, and transparent governance to our residents.
2. Napa County will generally support efforts to maintain and enhance services that protect our residents and workforce, including children, seniors, homeless persons, immigrants and their families, persons with limited English proficiency, LGBTQIA+ persons, and other at-risk populations.
3. Napa County will generally support efforts that uphold the integrity of the County's Agricultural Preserve ordinance and promote commercial agricultural activities; conversely, the County generally opposes initiatives seeking to reduce its land use authority.
4. Napa County will generally support efforts that mitigate the current climatological emergency and promote the stable conditions necessary for the County's continued economic and agricultural prosperity and public well-being.
5. Napa County will generally oppose legislative and regulatory initiatives that detract from the County's operational efficiency by imposing new unfunded mandates or overlapping or redundant administrative burdens on counties without providing adequate resources to meet those obligations, sustain programs, and retain staff.

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## Key Themes

### ■ **Adapting to New State and Federal Requirements in Social Safety Net Programs & Community Impacts of Health**

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**Policy:** Napa County supports actions to mitigate the harm created by H.R. 1 to families receiving Medicaid/Medi-Cal and the Supplemental Nutrition Assistance Program (SNAP/CalFresh). The County also supports actions to mitigate the budgetary impacts of implementing the federal changes.

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**Background:** Counties in California are responsible for providing a broad range of services to our communities. These services, which encompass the lifespan, from child development programs to wraparound job seeking and training services and implementation of plans for community aging, permeate every facet of the county's work. Healthy communities are more likely to be collectively invested in their futures, including in the self-perpetuating cycle of identifying shared needs and building a robust network of community-based organizations and healthcare providers to address those needs. Careful planning and proper resources are required for county health and human services departments to provide a strong backbone for these community networks.

The impact that a comprehensive network of community-based organizations, primary and specialty care providers, and county health and human services has on the communities they serve is substantial and measurable. Children with proper nutrition and early childhood development experiences have better social and educational outcomes in school; adults with access to predictable streams of the resources they need can focus on building stable households; and older adults with convenient access to care and services can thrive.

2025 represented a significant shift in the way the State and federal governments implement and fund social-safety-net programs, particularly Medicaid (Medi-Cal in California) and the Supplemental Nutrition Assistance Program (SNAP, or CalFresh in California). Local governments will shoulder new administrative requirements and a greater share of the costs of running these key programs.

Careful planning by the State Legislature and the Departments of Social Services and Health Care Services in partnership with counties will be required to ensure these new requirements and greater share of costs do not overwhelm counties.

Napa County spent 2025 planning for the phase-in of these new requirements, working with other counties and Statewide associations, and will continue to be a forceful and vocal advocate for sustainable and common-sense solutions that put our clients and staff alike in positions to succeed.

## ● Agricultural and Rural Preservation

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**Policy:** Napa County supports actions to preserve and protect the county's agricultural land and to limit development in unincorporated areas.

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**Background:** Farmland in California is threatened by water shortages, natural disaster, and housing development. The California Department of Conservation estimates that approximately 47,000 acres of farmland were lost each year between 1984 and 2018, with the largest decrease coming to Prime Farmland, representing 816,000 acres or about 50 percent of the loss.<sup>1</sup> Urbanization accounts for the vast majority of this loss, about 1.2 million of the 1.6 million acres lost in that period.<sup>2</sup>

Napa County's 1968 Agricultural Preserve Ordinance and subsequent ballot measures approved by residents protect more than 32,000 acres of mostly Prime Farmland through 2058, with total conserved acres exceeding 37,000 acres, about 7 percent of the county's total acreage. Farmland protection is a vitally important climate solution for reaching the State's greenhouse gas emissions reduction targets: an acre of California farmland produces between 58 to 70 percent less greenhouse gases than an acre of urban land, and proactive management of cover crops is essential to seeing actual reduction in emissions in addition to avoiding emissions.<sup>3</sup>

A foundational part of Napa County's advocacy is preservation of agricultural lands and prioritization of agricultural production on these lands.

## ◆ Economic Stability

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**Policy:** Napa County supports State and federal infrastructure policies which incentivize affordable housing in more densely populated areas. The County will support opportunities that allow continued improvement of county roads and bridges and investment in vegetation management and home hardening measures.

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**Background:** Californians in 2025 were subject to continued housing and job market challenges, in an economy that, absent the very largest<sup>4</sup> tech stocks, is stagnant.<sup>5</sup> Market shifts in California's wine industry and other rising costs have resulted in more competition for jobs with competitive wages; a smaller market due to decreased wine consumption from Americans under the age of 30, tariffs on

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<sup>1</sup> Source: California Department of Conservation, Farmland Mapping and Monitoring Program. <https://www.conservation.ca.gov/dlrp/fmmp/Pages/Fast-Facts.aspx>

<sup>2</sup> *Id.*

<sup>3</sup> *Greener Fields: California Communities Combating Climate Change*, American Farmland Trust, September 2018. [https://farmlandinfo.org/wp-content/uploads/sites/2/2019/09/AFT\\_CA-GrFields-web3\\_0.pdf](https://farmlandinfo.org/wp-content/uploads/sites/2/2019/09/AFT_CA-GrFields-web3_0.pdf)

<sup>4</sup> Alphabet; Amazon; Apple; Meta; Microsoft; Nvidia; Tesla.

<sup>5</sup> Rogelberg, Sasha. “‘Big Short’ investor Steve Eisman warns the U.S. economy is a ‘tale of two cities’ that ‘is not even growing 50 basis points outside of AI.’” 8 October 2025. <https://fortune.com/2025/10/08/big-short-investor-steve-eisman-ai-us-gdp-growth-consumer/>

components and reciprocal tariffs on California wines, as well as rising labor costs and skyrocketing commercial property and liability costs. The result of this market shift in Napa from a local government perspective is a smaller pot of funding available for community-based organizations; and flat or declining local sales and tourism occupancy tax revenues.

As to housing, the fundamental basis for economic stability in a community, the State appears to have settled on urban infill development as its favored strategy to address the housing crisis. Napa County supports this approach, recognizing that responsibility for urban infill rests primarily with cities. The areas where the County can act to improve affordability will have mostly structural effects on our community.<sup>6</sup> Examples of these structural impacts include:

- Increasing local funds available for affordable housing projects through impact fees levied on construction in unincorporated areas, intended to incentivize city-center development;
- Improving county-maintained roads and bridges to reduce vehicle wear and tear;
- Developing and supporting other opportunities for disaster mitigation funding to scale up vegetation management and providing matching funding to residents for residential home retrofitting and defensible space projects; and
- Fighting for new laws and regulations that reduce administrative requirements and costs in permitting processes.

## \* Environmental and Disaster Resilience

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**Policy:** Napa County supports strategic federal and State investments to build more environmentally resilient communities.

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**Background:** Robust investment in environmental and disaster resilience is foundational to preparing for the future of Napa County. Building a resilient Napa County means executing a range of measures designed to mitigate the impact of future extreme weather on our environment, our people, and our economy. This includes federal and state investment in measures facilitating local atmospheric carbon drawdown.

This strategy is clearest in our Regional Climate Action & Adaptation Plan (RCAAP) and comprehensive investments in wildfire mitigation. Napa County's vision to achieve its climate goals, enumerated in the Regional Climate Action and Adaptation Plan, require a network of capital in which strategic investments by the State and federal governments complement self-sustaining local public- and private-sector investment, an ecosystem in which the County and its municipalities are not reliant on State or federal dollars to accomplish shared objectives.

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<sup>6</sup> Building costs in unincorporated Napa County are very high, between \$500 and \$600 per square foot; for a 1,400 square foot home, which is not large, a builder's costs will be between \$700,000 and \$840,000. Urban infill is a more cost-efficient method of addressing Napa County's housing shortage.

## ◆ Public Safety

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**Policy:** Napa County supports a re-framing of State justice system policies to more clearly acknowledge and account for the complex roles of local law enforcement and efforts to recognize and support the County's investments and management of mental health and rehabilitation services.

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**Background:** Our residents prioritize feeling safe in their homes and on Napa County's streets and a fair and effective justice system that balances stable reentry, rehabilitation, and reduced recidivism. Napa's communities additionally prioritize efforts that protect the rights of victims of crimes and reduce opportunities for repeated instances of victimization.

Of particular and substantial concern to the County is securing proper and ongoing funding from the State for local implementation of Proposition 36 (2024). Effective implementation of Proposition 36 requires substantial funding to link accountability with treatment and affects multiple county functions, including law enforcement, corrections, probation, and behavioral health. This funding will fulfill the voter-approved intent of Proposition 36 and will improve outcomes for justice-involved individuals and overall public safety.

Critical to our public safety is a robust and professional law enforcement agency whose officers can use their extensive training and experience to protect residents of and visitors to the County from threats to that public safety. Too often, though, the Legislature takes up single issues without considering how its actions affect the ability of law enforcement agencies to carry out their sworn duty. Napa County will in its advocacy hold the Legislature to the same high standards expected of our law enforcement officers in expecting clear and precise drafting in and sound reasoning for public safety bills.

Napa County's \$133 million construction of a new Corrections and Rehabilitation Center, completed in 2025 after roughly two years of construction and supported by approximately \$110 million in local funding, enables our Corrections Department to strengthen its focus on mental health support and rehabilitation. Given this substantial local investment, Napa County will continue to advocate for maintaining local control of corrections operations and oppose any new oversight measures that could hinder that effort. Similarly, Napa County's juvenile justice program consistently ranks among the highest performing in the State in graduate success and recidivism rates. The State ceded responsibility for juvenile justice to counties in 2023; it is wholly inappropriate for the State's legislators to now try to claw back control of this critical community support system.

## ◆ Quality of Life

**Policy:** Napa County supports State and federal initiatives that provide support for the County's lower-income residents as well as streamlined eligibility processes for access to services. Napa County supports increased investments in health and human services programs ranging from affordable child development services to older adult programs and protections. Those supports enhance the quality of life for residents, visitors, and our workforce alike.

**Background:** Napa County is a net importer of jobs, meaning that more people come into the county each day to work than leave.<sup>7</sup>

Areas where Napa County seeks to improve our quality of life include maintenance of the roads and bridges for which the County is responsible; older adult support services and child development services; expanding access to fixed-wireless broadband or satellite internet; and the restoration of critical State Library funding used locally for e-book purchases.

Finally, the State and federal governments continue to impose new administrative requirements on the County that often include additional burdens of documentation passed along to our clients and customers, generally without accompanying funding. Even when operation funding is allocated, it is subject to penalties based on accuracy and includes no additional funding for administration costs. This puts greater burdens on existing county staff to learn new program reporting requirements in addition to their existing job duties. This is frustrating and expensive for County staff and those we serve, and finding ways to reduce bureaucracy will improve the experience of residents who rely on County services.

<sup>7</sup> Source: Workforce Alliance of the North Bay, 2024 Economy Overview for Napa County: [https://www.workforcealliancenorthbay.org/wp-content/uploads/2024/03/Economy\\_Overview\\_Napa\\_County\\_CA\\_9580.pdf](https://www.workforcealliancenorthbay.org/wp-content/uploads/2024/03/Economy_Overview_Napa_County_CA_9580.pdf). Total employment in Napa County: 87,875 jobs. Total labor force residing in Napa County: 71,773; total labor force participation: 62.7%, for a total local labor force of approximately 45,000. This margin is consistent with the County organization's workforce, of which approximately half commutes from outside Napa County.

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## Key Issues

### Access to Health Care

■◆ Applicable themes: **Adapting to New State and Federal Requirements in Social Safety Net Programs & Quality of Life**

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**Policy:** Napa County supports federal legislative and administrative actions to ensure that individuals currently eligible for Medicaid/Medi-Cal continue to maintain coverage. The County supports federal legislation to reverse the burdensome work requirements that will effectively result in the loss of coverage due to new administrative paperwork required of beneficiaries and county staff. The County supports measures to maintain the financial and operational viability of the community's hospitals and clinics.

Napa County, a member of the County Medical Services Program, will advocate for adequate ongoing funding to the CMSP fund, realignment funds to which were eliminated, in the range of \$800m per year.

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**Background:** About one in four Napa County residents, more than 34,000 in total, is enrolled in Medi-Cal, and will be responsible for substantial new eligibility and administrative requirements as a result of HR 1. County personnel, not State or federal employees, will be responsible for trying to make sure current enrollees do not fall through the cracks.

While Federal changes mostly involve new administrative burdens and work requirements, the Governor's 2025-26 budget simply reduces Medi-Cal benefits available to all enrollees and cuts off enrollment for undocumented immigrants beginning January 1, 2026. Staff can mitigate administrative disenrollment under federal requirements through proactive action. But both categories of new State cuts will directly and immediately reduce access to critical preventative care that keeps our residents out of the emergency room. To this end, the County supports comprehensive immigration reform that improves and simplifies the current legal immigration system and includes a national strategy for coordination among federal, State, local, and tribal authorities.

The network of Napa County healthcare providers, despite a principal focus on primary care, is insufficient to meet the needs of the current Medi-Cal population. Providers' capacities will be further hobbled by reduced Medi-Cal reimbursements and increased churn as patients are administratively disenrolled. Within the county, there are two emergency departments at Providence Queen of the Valley and Adventist Health St. Helena, and the ways in which these will be impacted are easily predicted – higher volume, longer wait times, and more severe presentations, all of which will contribute to greater staff burnout and turnover.<sup>8</sup> Notably, Adventist Health St. Helena is classified as a rural hospital: California's eventual allocation of the \$50 billion Rural Health Transformation Program included in HR 1 should be implemented by State officials such that funding is allocated fairly to rural healthcare

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<sup>8</sup> The three closest adult Level I trauma hospitals are about 50 miles away, in Sacramento, Oakland, and San Francisco. The closest pediatric Level I trauma hospital is in Sacramento.

providers, not simply to providers located in urban areas who provide telehealth services to residents of rural areas.

Improving community access to primary care has far-reaching effects in reducing health disparities across the socioeconomic spectrum<sup>9</sup>, decreased use of emergency room services and hospitalizations<sup>10</sup>, improving workforce participation<sup>11</sup>, and long-term cost savings in social services programs<sup>12</sup>. These outcomes must be a priority for State and federal policymakers.

HR 1 will also impact access to and the viability of local specialized service providers.<sup>13</sup> Patient access to specialized healthcare services often require referral from primary care. Reducing access to primary care will have the downstream effect of reducing patient access to the specialized providers.

The increase in need for indigent care as a result of disenrollments will increase the cost to counties. Prior to the ACA, State realignment funds supported the County Medical Services Program (CMSP) for 35 (smaller) counties. Shifts in funding (from \$250m pre-ACA funding to \$10m) since the passage of the ACA resulted in CMSP being largely unfunded currently from its two prior sources of funding. Napa County will advocate for reinstatement of CMSP funding to provide for life-saving care to our residents who cannot afford healthcare or health insurance, with CMSP anticipating a volume of approximately 125,000 residents affected by administrative Medi-Cal disenrollment or who are unable to afford increased ACA subsidies following their expiration on December 31, 2025.

CMSP expects this new obligation to cost, in 2025 dollars, approximately \$800m per year moving forward. Napa and its CMSP counterparts will advocate fiercely for sufficient funding, including restoration of realignment funding previously redirected to the State, and will in turn work to coordinate a unified standard of care.

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<sup>9</sup> Rose *et al.*, Primary Care Visit Regularity and Patient Outcomes, *Journal of General Internal Medicine*, 2018 Oct. 26, <https://pmc.ncbi.nlm.nih.gov/articles/PMC6318173>.

<sup>10</sup> *Id.*

<sup>11</sup> Testimony of Dr. Brian D. Smedley, Ph.D., National Collaborative for Health Equity, before the Subcommittee on Health of the Committee on Energy and Commerce, U.S. House of Representatives, 23 June 2009, <https://www.govinfo.gov/content/pkg/CHRG-111hhrg74088/html/CHRG-111hhrg74088.htm>.

<sup>12</sup> *Id.*

<sup>13</sup> Examples of specialty care providers include oncology (cancer), nephrology (kidneys), cardiology (heart), and orthopedics (bone and tissue). <https://www.cms.gov/priorities/innovation/key-concepts/specialty-care>

## Airport Operations

- ◆ Applicable theme: **Quality of Life**

**Policy:** Napa County will engage the FAA to encourage the publication of alternative approaches to the Napa County Airport.

**Background:** Recent changes to the Federal Aviation Administration's instrument approach to Napa County Airport have had unintended noise impacts to residents. The County will engage the FAA to encourage the publication of alternative approaches to our airport. Doing so will enhance the coexistence of the airport and our residents for the long term.

## Behavioral Health

- ◆ Applicable themes: **Adapting to New State and Federal Requirements in Social Safety Net Programs & Quality of Life**

**Policy:** Napa County supports policies to improve the quality and accessibility of behavioral health services, including changes to the Medicaid Institution for Mental Diseases (IMD) rule limiting the ability of facilities to provide care; funding to train and recruit behavioral health workforce; and, increased investments and flexibility to provide behavioral health services.

**Background:** The Board of Supervisors in 2025 approved the use of \$20.5 million in local funds to convert a Reentry Facility, which, given the State's shift in institutional preference from a corrections-based to a behavioral health-centered model, no longer made operational sense, into a Behavioral Health Treatment Center that will help the County meet a flood of new mandates related to behavioral health.

California's budget swung from ephemeral surplus to delayed recognition of structural deficit over the past five years. During the surplus years, the State spent more than was sustainable in the long run, passing dozens of new and ongoing behavioral health initiatives in the Legislature and providing only short-term funding for local implementation. As federal aid ran dry and income and sales tax revenues flattened, costs have now become untenable, and funding has been provided on year-to-year bases. Nowhere is this divergence more prominent than in behavioral health services.

The State's top priority, in light of the flat revenue forecast, should be to plan for a cohesive behavioral health ecosystem built on sustainable, long-term, reliable funding for local implementation. Achieving this vision requires a predictable and properly funded workforce development framework that enables communities to recruit, train, and retain qualified staff to meet community needs. Allocating remaining Proposition 1 (2024) funding for behavioral health, which measures in the billions of dollars in keeping with these principles of sustainability should be the top deliverable for this priority of building a sustainable behavioral health ecosystem.

The State must consider strategic merger of new and existing behavioral health local mandates, which are already chronically underfunded. Counties, including Napa, create organizational efficiencies by merging programs with similar reporting requirements under a single umbrella. The County supports a

similar approach by the State: in a time when we must all do more with less, finding ways to combine administrative obligations would be a welcome and much-needed relief.

Napa County's network of CBOs is intimately familiar with the need to do more with less, and as the maze of State statutory and regulatory requirements has grown ever more complex, CBOs have found it correspondingly more difficult to recruit and train a behavioral health workforce that can meet these mandates. The County recognizes the invaluable contributions of community nonprofit partners in addressing BH needs and will continue to advocate for local control of funding to support BH needs of our community, including funding for local CBOs

Finally, the obligations of counties as it pertains to the forensic aspects of behavioral health have never been greater. With the State shift in criminal justice to a more behavioral health-centric approach, county behavioral health staff now spend more time than ever before preparing for, waiting in, and testifying before courts for justice-involved clients. The State has not so far recognized this increased burden and workload by either providing resources for dedicated forensic behavioral health or finding ways for insurers, including Medi-Cal and private insurers, to shoulder some of this financial burden. Reform in this area will provide significant relief to time and money pressures on local behavioral health departments.

## **California's Property Insurance Market and the FAIR Plan**

★ Applicable themes: **Economic Stability & Environmental and Disaster Resilience**

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**Policy:** Napa County supports federal and State legislation and regulatory actions to address the residential and commercial property insurance crisis.

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**Background:** Wildfires of monumental scale continue to devastate California's landscapes. In their wake, residents returning to damaged or destroyed homes face complex and uphill battles to secure insurance payouts necessary to rebuild. The fight to solve California's property insurance crisis this year gained powerful advocates in Los Angeles County – and Napa County welcomes these new partners in our ongoing efforts.

Napa County's property insurance advocacy is intrinsically tied to the tens of millions of dollars of local General Fund and private investment in fire mitigation at residential and commercial properties across the county. We have strategically invested in dozens of miles of dozer lines and consistent, methodical vegetation management. Napa is far safer from wildfire now than in 2017 and 2020, and residents and businesses are fully invested in this approach.

Napa is a small county and seeks to become fully self-sustaining in our wildfire mitigation efforts. State and federal funding are unreliable, and Napa County's residents and workforce cannot depend on such funding to protect lives and property.

A critical part of becoming self-sustaining is realizing a return on this investment, not only through more effective wildfire mitigation and response, but also through widely available admitted-market property insurance at rates that appropriately reflect Napa's exposure to wildfire.

In California, legislative and regulatory measures that require insurers to take into account home hardening measures and parcel- and landscape-level defensible space efforts in their underwriting decisions and ratemaking applications will be necessary to align incentives. Allowing insurers to craft their own solution has led to unsustainably high enrollments in the FAIR Plan and a ratepayer bailout; the proper solution is incentivization of household-level mitigation and the building of community-level resilience. Napa County has a significant competitive advantage here: buy-in from property owners, robust local resources, and a relatively small land area all work in our favor over our neighbors and other rural counties across California, and our insurance rates should reflect these discrepancies.

Napa County continues to track the Insurance Commissioner's Sustainable Insurance Strategy and will look for the Commissioner to hold insurers to their coverage commitments under the Commissioner's disaster modeling regulations. The County also expects the Commissioner to limit the use of the catchall "hardship" exemption to that particular regulation and will advocate for regulatory changes if it is used to limit insurer portfolios in Napa County.

Napa County conducted extensive federal advocacy on property insurance reform in 2025 and expects to continue to do so in 2026. This is a national issue. Property insurance markets are not only in crisis in California: Gulf states like Florida and Alabama have already navigated similar challenges; wildfires are affecting the growing population of the Mountain West in unprecedented ways; and wind and hail damage across the Midwest and Great Plains have created a residential property insurance crisis more widespread and difficult to solve than the one unfolding in California.

Property insurance is a nationwide issue that merits use of Congress's investigative power and oversight authority and the grant of new enforcement power within Department of Treasury's Federal Insurance Office to correct market manipulation and misconduct by insurers.

## Carrier of Last Resort Obligations

- ◆ Applicable themes: **Quality of Life & Public Safety**

**Policy:** Napa County supports continued use of copper-line telephone service as a reliable, cost-effective means of serving rural unincorporated areas of the County, including support for the California Public Utilities Commission to issue rulemaking rather than involving the State legislature and a statewide coverage mapping program led and funded by CPUC.

**Background:** For 3,195 residents of Napa County, copper-line telephone service is a key backstop to maintain connection with the outside world. Copper-line service is resilient: it does not require a battery backup to work during power outages. It is generally cheaper for consumers to have a copper line phone than a cell phone plan or broadband (high-speed internet) service<sup>14</sup>, and copper line exists in places where it is unprofitable for telecommunications firms to expand broadband coverage. Finally, it is easy for people of all ages and technological acumen to use: just pick up the phone and dial. The maintenance of copper lines also supports skilled labor opportunities for California's workforce.

Napa County recognizes that there are likely areas of the county, particularly within incorporated city limits, where cell phone coverage is sufficiently widespread and broadband or fiber-optic infrastructure may be sufficient to make maintaining copper line coverage unnecessary. However, it is not urban areas where maintenance of copper lines is difficult or costly, and absent affordability protections through California's LifeLine program<sup>15</sup>, Napa County will oppose discontinuation of copper line service in these rural and otherwise poorly served areas.

Napa County opposes discontinuation of copper line service and cessation of existing carrier of last resort obligations in rural, unincorporated areas of the county, where residents lack reliable access to high-speed internet and consistent cell coverage. This includes participation in the ongoing California Public Utilities Commission (CPUC) rulemaking related to carrier of last resort obligations and opposition to any legislative efforts to circumvent the CPUC. Napa's baseline position is that the proper forum for debate about carriers of last resort is the CPUC and the California legislature is fundamentally an improper venue.

<sup>14</sup> An outstanding question for California's policymakers is, given the high costs of installing and maintaining fixed wireless infrastructure and cell phone towers in remote areas across the State, whether broadband is the long-term answer or if satellite internet provides a more resilient and lower-cost solution for high-speed internet access.

<sup>15</sup> <https://www.californialifeline.com/en>, website available in multiple languages.

## Farmworker Housing

◆ ● Applicable themes: **Quality of Life & Agricultural and Rural Preservation**

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**Policy:** Napa County seeks continued State support past FY 2027 for its Farmworker Housing program.

**Background:** Napa County, in partnership with the local wine industry, operates three farmworker housing centers in the northern part of the county, open 11 months per year and each housing 60 farmworkers at a cost of \$18 per night. Napa is unique among California counties in this public-private structure and nearly year-round availability. Both of these characteristics reflect the structural challenges of growing winegrapes that meet the exacting standards of Napa's industry.

The County receives \$250,000 in revenue from the State of California under a 10-year agreement set to expire in FY 2027, and tenant rents account for another \$1 million, representing a 50 percent increase in rental rates in eight years. Napa has increased the private assessment by 45 percent since FY 2018, and annual assessment revenues of about \$658,000 are more than double the State's contribution.

Rental-rate and assessment increases have partially offset a 50 percent increase in costs for food, utilities, maintenance, and supplies since 2018. But the County's operating gap, up 136% in the same period, is projected to grow, from \$263,571 in FY 26 to \$463,355 in FY 30. Napa County's annual appropriation has grown 300 percent over this period to meet these costs – a pace that is not sustainable.

The Farmworker Housing program has been a successful and worthwhile investment of public and private funds: between 2014 and 2024, the Centers have maintained a 96 percent occupancy rate.<sup>16</sup> The farmworkers who utilize these Centers form a reliable corps of skilled labor and return to lodge with us year-over-year, in some cases for more than a decade. The Centers address a critical need for safe, affordable, and stable housing among low-income farmworkers. The unique CSA4 funding model is assessed annually and reauthorized every 5 years. In 2022, the assessment received 86.6 percent approval from vineyard owners, demonstrating the strength of the local support and partnership more than twenty years after its establishment.

***Napa County and its private partners will in 2026 seek partners in the legislative and executive branches to both renew this State appropriation for another ten years and increase the annual appropriation to reflect increased costs.***

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<sup>16</sup> Source: California Human Development Occupancy Reports. Excluding the pandemic years 2020 and 2021.

## FEMA Reform

★ Applicable themes: **Economic Stability & Environmental and Disaster Resilience**

**Policy:** NAPA County supports reforms to the Federal Emergency Management Agency (FEMA) to foster a more efficient, transparent and flexible system for disaster preparedness and response.

**Background:** FEMA serves one of the most important roles in the federal government, coordinating mitigation, response, and recovery from disasters nationwide. Napa County supports reforms on how FEMA carries out that mission to keep our nation's emergency management capabilities and performance at their peak.

In 2025, bipartisan members of Congress introduced a comprehensive FEMA reform package (H.R 4669), spearheaded by House Transportation and Infrastructure Committee Chairman Sam Graves (R-MO) and Ranking Member Rick Larsen (D-WA). Napa County supports these proposed reforms, which would bring significant and positive changes for local governments and our residents. Napa County supports an approach that would transition FEMA's disaster assistance from a reimbursement-based model to a grant-based model, allowing local governments to access funds faster and maintain stronger financial flexibility during recovery. It would also increase the federal cost share (up to 85 percent) for communities that adopt forward-thinking mitigation strategies.

*Napa County also supports the proposal's streamlined environmental and historic preservation reviews for local projects and the creation of a public accountability dashboard to track FEMA's review and approval timelines. For residents, the reform package would replace the complicated patchwork of disaster-aid applications with a single, universal application covering all federal disaster programs. It also gives states greater flexibility to design emergency housing solutions that reflect local conditions, rather than a "one-size-fits-all" federal approach - a reform that will have direct and lasting effects on survivors' quality of life in the wake of a disaster.*

## Local Control Measures

●♦ Applicable themes: **Agricultural and Rural Preservation & Quality of Life**

**Policy:** Napa County urges the State to address implementation challenges associated with the recent changes to local land use authority through subsequent cleanup bills.

Napa County requests that the State allow existing judicial precedent related to local control of emergency medical services to stand.

### Background:

#### *Local Control in Land Use*

California's legislature in 2025 passed a wide-ranging legislative package from the Governor diminishing local land use authority. The two-part package included a host of new statutory exemptions, notably including a useful new exemption for certain wildfire risk reduction projects that include home hardening or defensible space projects within 200 feet of a structure in a High or Very High Fire Hazard Severity Zones.

However, the "near miss" analysis, which allows certain projects to take advantage of certain CEQA exemptions when they fail to qualify for a single element of the exemption by completing analysis only on that exemption lacks the clarity needed for local governments to understand how to conduct CEQA analysis for single elements. For instance, Public Resources Code Section 21080.40, which exempts from review certain affordable housing projects that, among other things, use prevailing wage standards, is subject to near miss analysis. But if the missing element is that the project does not use prevailing wage standards, local governments are supposed to find a way to conduct CEQA analysis of this missing concept – one that is far too attenuated from potential environmental impacts to lead to useful and definitive analysis, and too easily challenged in court as a result.

The Legislature, through these and other measures, continues to pass laws that are vague and difficult for counties to implement successfully. Land use is a defining issue in Napa County, and the County will advocate for greater precision in legislative drafting and clearer intent statements from authors about how new mandates should be interpreted and implemented.

Another portion of the reform package freezes the authority of local governments to enact residential building codes more stringent than those required by the State until 2031. Napa County and its municipalities are in the midst of adoption of a countywide Regional Climate Action and Adaptation Plan, which calls for the use of "reach codes" to enhance resilience and preserve the climate conditions that sustain Napa's wine industry. Napa opposes the State's regulatory freeze, which frustrates the County's efforts to improve our climate resilience.

*Napa's overarching land use priority is and will remain defending agricultural use of historically agricultural land. Napa is the smallest and most rural of the Bay Area's nine counties, and our communities find it a worthwhile use of time and resources to retain a piece of California's agricultural heritage in a part of the state that has spent the last fifty years tearing out fruit and nut trees in the shift to a high-tech, service-based economy that is no less boom-and-bust than the orchards it replaced.*

## *Local Control in Emergency Medical Services*

Established statutory and judicial precedent has repeatedly affirmed county responsibility for the administration of emergency medical services and with that, the flexibility to design systems to equitably serve residents throughout our jurisdiction. Counties are required by the Emergency Medical Services Act to create a local EMS system that is timely, safe, and equitable for all residents, and do so by contracting with both public and private agencies to ensure coverage of underserved areas. This unified authority is particularly important for small jurisdictions like Napa County that include significant unincorporated rural areas with difficult terrain. Fragmenting that authority and abrogating years of precedent would create a patchwork of providers in rural and unincorporated areas—the very problem the EMS Act, passed over forty years ago, intended to resolve.

## **Pest and Disease Detection and Control**

＊ Applicable themes: **Environmental and Disaster Resilience**

**Policy:** Napa County supports continued state investments in environmental and disaster resilience to help farmers reduce their climate impacts through a range of measures, such as incorporating compost in lieu of synthetic fertilizers, using low-smoke burn technologies to produce biochar on-site, and adopting no-till practices.

**Background:** Napa County administers several vital agricultural programs that protect the county's agricultural industry from pests and diseases. These programs, funded through a combination of State and federal initiatives, represent some of the County's most critical agricultural functions. Grapevines are at high risk of disease being introduced in planting stock, and insufficient resources to properly address this risk. The dedicated staff responsible for managing these programs play a pivotal role in maintaining vineyard and forest health through early detection and rapid response. Napa County's robust pest exclusion regulations, together with State laws, ensure that incoming plants and raw materials are properly quarantined.

The County's Pest Detection team annually deploys thousands of traps (over 6,200 in 2024) and conducts tens of thousands of inspections (more than 49,000 trap servicings and inspections in 2024) to identify high-risk areas.<sup>17</sup> Recent increases in pest and disease detections highlight the need to expand these programs.

Napa County supports continued State investment to help farmers reduce their climate impacts through a range of measures, such as incorporating compost in lieu of synthetic fertilizers, using low-smoke burn technologies to produce biochar on-site, and adopting no-till practices. Finally, Napa County is under an ongoing Live Oak Mortality emergency – there are dead and dying trees throughout Napa, and the health of our forests is tied directly to the health of our vineyards. Napa County will advocate for future

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<sup>17</sup> Notably, these figures are down since 2022, due to stagnant funding and rising costs.

climate bond funds to go to additional research that will help us identify pests and more robust response resources to improve forest health and minimize the impact of pests and disease on our environment.

## Public Health

■♦● Applicable themes: **Adapting to New State and Federal Requirements in Social Safety Net Programs, Quality of Life, and Agricultural and Rural Preservation**

**Policy:** Napa County supports legislative actions that enhances local investments in public health, its partners, and health considerations across policies that affect any identified need in the local Community Health Assessment (CHA) or may impact strategies of the local Community Health Improvement Plan (CHIP).

**Background:** With the passage of Proposition 1 in 2024, the State committed to using approximately \$120 million<sup>18</sup> per year of the revenue from this ballot measure in new public health funding. Counties, including Napa, have significant public health responsibilities, including but not limited to communicable disease monitoring, the Women, Infants, and Children nutrition and education program, chronic disease prevention, health education, ensuring preparedness for future emergencies, and assuring local emergency medical services, and local emergency medical services. Draft proposals recently released by the State are concerning for offering minimal funding for several new mandates, as well as proposing to use a third-party entity as a fiscal intermediary rather than leverage existing local public health jurisdiction infrastructure to carry out fund local CBOs.

This approach flies in the face of the work undertaken by local health jurisdictions to understand their communities and the capacities of local CBOs. Napa County supports State and federal investments in local public health, and urges the State to leverage existing local public health infrastructure in its considerations for future developments and to ensure adequate funding for any new responsibilities. Proposed funding will be inadequate for local health jurisdictions now tasked to incorporate the behavioral health work, including convening state-funded CBOs that may not necessarily be in their jurisdiction, and their work into the local Community Health Assessment and Community Health Improvement Plan.

One of the major public health lessons learned from the pandemic is that prioritization of local control whenever possible produces outcomes that reflect the relative strengths of a particular community and bolster more fragile connection points when needed. While the State's approach here is not consistent with our experiences during the pandemic, Napa will nonetheless work collaboratively in the state's efforts to regionalize public health work, but maintains that counties are best suited to coordinate local public health efforts.

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<sup>18</sup> California Department of Public Health, BHSA Population-Based Prevention Guide, Phase 2, p. 4, n. 1: [https://www.cdph.ca.gov/Programs/OPP/CDPH%20Document%20Library/BHSA\\_Population-Based\\_Prevention\\_Program\\_Guide\\_Phase\\_2.pdf](https://www.cdph.ca.gov/Programs/OPP/CDPH%20Document%20Library/BHSA_Population-Based_Prevention_Program_Guide_Phase_2.pdf)

Access to minimally processed and nutrient-rich food is critical to maintaining good health across the lifespan. Napa County will support state and federal legislative efforts that seeks to improve the health or addressed local health needs as identified in the Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP).

Napa's local CBO network is critical to public health in Napa County. Local CBOs are often well-positioned to take on primary prevention efforts to address behavioral health needs, particularly those CBOs that are embedded within school settings or have a focus on early child development. Napa County's substantial network of CBOs have supported many local behavioral health prevention efforts and may be overlooked by the state's future fiscal intermediaries. Part of what makes CBOs such effective public health advocates is their relationship as a trusted messenger with vulnerable communities. Increased enforcement of federal immigration laws and accompanying implementation strategies, like data-sharing between federal health and human services agencies and immigration enforcement authorities, causes significant fear of adverse immigration actions in Napa County's immigrant population. Additionally, the majority of CBOs in small counties are vulnerable to funding gaps and may not survive the loss in funding to continue supporting local public health efforts.

Finally, the State's Future of Public Health funding should continue as an ongoing investment independent of Proposition 1 funding. Proposition 1 funding is behavioral health-oriented, and it is unclear the extent to which the State plans to separate out funding designated for public health efforts. Consequently, the Future of Public Health investment remains a bulwark for local operations, and long-term, stable funding is necessary for public health departments to carry out their many mandates.

## Regional Adaptation

◆\* Applicable themes: **Quality of Life & Environmental and Disaster Resilience**

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**Policy:** As the State ramps up commitments of bond funds for a range of resilience and adaptation measures, Napa County will evaluate the emergency rulemaking proceedings to implement the program guidelines to identify alignment with County priorities and the Regional Climate Action and Adaptation Plan.

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**Background:** Proposition 4 (2024) authorizes the State of California to borrow an additional \$10 billion, repayable over the next 40 years, for a range of resilience and adaptation measures. Nearly 40 percent of the bonds are allocated to water supply improvements and flood mitigation.<sup>19</sup> The next three biggest categories, representing a cumulative 40 percent of the remaining bonds, are designated for wildfire prevention and forest health, sea level rise and coastal restoration, and the protection and restoration of natural areas.<sup>20</sup>

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<sup>19</sup> Legislative Analyst's Office, Analysis of Proposition 4:  
<https://lao.ca.gov/BallotAnalysis/Proposition?number=4&year=2024>.

<sup>20</sup> *Id.*

The remaining 23 percent of the bonds will fund energy infrastructure, State and local parks, extreme heat mitigation, primarily in urban areas, and improving resilience in the agricultural sector.<sup>21</sup> The intent of the State, in putting the measure to voters, was that “[m]uch of the bond money would be used for loans and grants to local governments, Native American tribes, not-for-profit organizations, and businesses,” with “some bond money...available for State agencies to spend on State-run activities.”<sup>22</sup>

The Governor and Legislature in 2025 approved \$3.3 billion in bond expenditures for FY 2025-2026, some of which will backfill spending reductions because of the State’s deficit<sup>23</sup>; timing on future allocations is yet to be determined.<sup>24</sup>

To this end, as the State ramps up commitments of the bond funds noted above, Napa County will proactively evaluate and provide comment on the emergency rulemaking proceedings to implement the program guidelines to advocate for State alignment to County priorities and the Napa Regional Climate Action and Adaptation Plan.

## Regulation of Utilities Infrastructure

◆\* Applicable themes: **Public Safety & Environmental and Disaster Resilience**

**Policy:** Napa County currently supports the California Public Utilities Commission’s (CPUC) directive to PG&E to split its efforts between undergrounding lines in particularly high fire risk areas and installing cladding to harden existing lines against fire. The County also encourages a comprehensive review by the CPUC of the 72-hour battery backup installation compliance rates.

**Background:** Napa County presents challenging terrain for fire suppression, with sparsely populated mountains surrounding a narrow valley. As we saw in 2025 with the Pickett Fire, a wildfire that starts on the valley floor can spread quickly into nearby canyons. These canyons frequently lack roads and limit the ability of firefighters to establish a ground response presence; in the case of Pickett, elite and specialized firefighters were dropped in on helicopters to battle the flames.

Also in these same canyons and across Napa’s challenging terrain are overhead utility lines. Napa County supports undergrounding of these lines at a pace that reflects an appropriate cost-benefit analysis for our residents, who are mostly PG&E customers and foot the bill for these improvements. The California Public Utilities Commission has directed PG&E to split its efforts between undergrounding lines in particularly high fire risk areas and installing cladding to harden existing lines against fire, a balance the County supports for the present moment.

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<sup>21</sup> *Id.*

<sup>22</sup> *Id.*

<sup>23</sup> The County will look for these backfills not to expand programs beyond sustainable levels, but rather backfill programs that State and local governments already understand and know how to do well.

<sup>24</sup> Legislative Analyst’s Office, 2025-26 California Spending Plan, Proposition 4:  
<https://lao.ca.gov/Publications/Report/5076>.

A track record of undergrounding on-time and on-budget, plus data demonstrating improved economies of scale for undergrounding, may in the future tip the County's position toward a greater proportion of PG&E's budget going to undergrounding and limited rate increases in exchange for significant new safety benefits.

Further related to PG&E's budgeting and ratesetting, the County will advocate before the CPUC as appropriate for a careful balance between affordability for ratepayers and improving public safety.

A final priority for Napa County is to engage the California Public Utilities Commission on the issue of 72-hour battery backup installations. PG&E's current compliance rates for these installations across Napa and our neighboring counties remain unclear. The County urges a thorough and comprehensive review by CPUC of these installations.

## **Transportation & Infrastructure**

◆\* Applicable themes: **Quality of Life & Environmental and Disaster Resilience**

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**Policy:** Napa County supports a reauthorization of the federal Surface Transportation Act which provides flexibility to empower local governments to pursue locally-driven priorities. The County supports a funding framework focused on competitive grants rather than formula-driven grants, which favor more urbanized areas.

**Background:** The Federal government's efforts to reauthorize the Surface Transportation Bill will anchor Napa County's 2026 transportation and infrastructure agenda. As the County seeks to become more self-sustaining in its disaster preparedness efforts and reduce recovery costs, a fundamental element of local preparedness is a well-maintained system of roads, bridges, safety projects, and thoughtful and strategic decisions in undertaking new transportation projects.

In California, counties own and maintain approximately 40 percent of all public roads and nearly 30 percent of bridges. Nationwide, counties are responsible for 44 percent of public roads and 38 percent of bridges. In Napa County, where state highways are limited, the County maintains 87 percent (about 415 miles) of all public roads. This makes continued access to direct federal funding for counties a critical priority.

Federal transportation programs should provide flexibility that empowers local governments to pursue locally driven priorities without forcing projects into restrictive federal grant categories. Like other similarly situated counties, Napa favors a funding framework that emphasizes competitive grants, where small, high-capacity jurisdictions can make a strong case for individual projects, rather than formula-based grants, which favor large, urban projects with huge impact numbers.

## Vehicle License Fee Swap Obligation

◆ Applicable themes: **Quality of Life & Public Safety**

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**Policy:** Napa County urges the State to create a statutory mechanism to reimburse local governments when no non-basic aid school districts remain within a county, without which the county faces a potential \$50 million annual loss in local revenue.

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**Background:** In 2004, the Vehicle License Fee Swap (VLF) was created as part of a budget compromise. The State permanently reduced the VLF rate from 2.00 percent to 0.65 percent, significantly decreasing resulting revenues to counties, cities, and towns. The State also required local taxing agencies to shift an additional \$1.3 billion over two fiscal years to address the State's budget deficit. In exchange, the State agreed to reimburse the counties, cities, and towns for lost VLF revenues.

The ongoing VLF obligations were thereafter adjusted annually based on growth in the assessed value of property within the local agencies' boundaries. Funding for the State's in-lieu VLF obligation now flows through the Education Revenue Augmentation Fund (ERAF) and property taxes that would otherwise go to non-basic aid schools, which the State backfills to schools through an increased contribution.

*2025 marked the first year that the State fell short in meeting its obligation on VLF. This cannot be allowed to happen again: policymakers must recognize this funding swap as constitutionally inviolable and enshrine it in law.*

Current law does not provide a statutory mechanism to reimburse local governments when no non-basic aid school districts remain within a county. In Napa County, the largest school district, Napa Valley Unified School District (NVUSD), is the only remaining non-basic aid school district but it is trending towards basic aid status due to declining enrollment, a high property tax apportionment factor, and rising assessed valuation.

Once that occurs, Napa will become a complete basic aid county and instantly lose its statutorily provided means of funding the State's VLF obligation. The resulting \$50 million annual loss in local revenue would trigger a fiscal crisis for the County and its cities and town. Without a statutory fix, Napa County and its municipalities will be forced to substantially reduce public safety staffing and associated crucial programs, fundamentally altering the way essential public services are delivered.



# Napa County

## Board Agenda Letter

1195 THIRD STREET  
SUITE 310  
NAPA, CA 94559  
[www.napacounty.gov](http://www.napacounty.gov)  
Main: (707) 253-4580

Board of Supervisors

**Agenda Date:** 1/27/2026

**File ID #:** 26-52

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**TO:** Board of Supervisors

**FROM:** JC Greenberg, Deputy County Fire Chief

**REPORT BY:** Stacie McCambridge, Staff Services Manager

**SUBJECT:** Sole Source Award to Western Extrication for Extrication Tools

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### **RECOMMENDATION**

Approve and authorize a waiver of competitive bidding requirements, and approval of a single source award for the purchase of rescue tool equipment from Western Extrication Specialists for \$127,278 pursuant to County Ordinance Code Section 2.36.090 and the County Purchasing Policy. (Fiscal Impact: \$127,278 Expense; Fire Fund; Budgeted; Discretionary)

### **BACKGROUND**

In June of 2025, the Board of Supervisors approved the Fiscal Year 2025-26 recommended Budget submitted by the Napa County Fire Department (Fire Department) and which included \$187,000 for extrication tools. Staff are now requesting a waiver of competitive bidding requirements and a single source award for rescue tool equipment from Western Extrication Specialists (WES) for an approximate total of \$187,000.

The Fire Department would like to secure the vendor WES without securing competitive bids to maintain the standardization of tools. Standardizing is in the best interest of the County because it saves time and money by minimizing the numbers of systems fire personnel must learn and service. Standardizing equipment also reduces training requirements to maintain proficiency and safe operation during emergency incidents. The County currently has approximately 17 extrication tools within the field, and all are manufactured by Holmatro Rescue Equipment.

WES is the California West Coast distributor of Holmatro equipment.

### Requested Action:

Approve and authorize a waiver of competitive bidding requirements, and approval of a single source award for the purchase of rescue tool equipment from Western Extrication Specialists (WES) for \$127,278 pursuant to County Ordinance Code Section 2.36.090 and the County Purchasing Policy.

**FISCAL IMPACT**

Is there a Fiscal Impact?

Yes

Is it currently budgeted?

Yes

Where is it budgeted?

Funds are budgeted in the Fire Protection Budget (2100).

Is it Mandatory or Discretionary?

Discretionary

Discretionary Justification:

The Fire Department's current rescue tools in the field are manufactured by Holmatro and WES is the West Coast distributor of Holmatro products.

Is the general fund affected?

No

Future fiscal impact:

The cost of maintaining the apparatus would be supported by the Fire Protection Fund (2100).

Consequences if not approved:

The purchase of rescue tools would go through the standard bidding process and not be standardized. Standardizing equipment enables the department to standardize training to increase efficiencies during emergency operations and standardize the maintenance equipment that is required. Purchasing multiple vendors/manufacturers does not allow inner changeable components.

**ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The purposed action is not a project as defined by California Code of Regulations title 14, section 15378 (State CEQA Guidelines) and, therefore, CEQA is not applicable.



# Napa County

## Board Agenda Letter

1195 THIRD STREET  
SUITE 310  
NAPA, CA 94559  
[www.napacounty.gov](http://www.napacounty.gov)  
Main: (707) 253-4580

Board of Supervisors

**Agenda Date:** 1/27/2026

**File ID #:** 26-29

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**TO:** Board of Supervisors

**FROM:** Jennifer Yasumoto, Director of Health and Human Services Agency

**REPORT BY:** Gaby Angeles, Staff Services Analyst II

**SUBJECT:** Approval of the Mental Health Services Act Fiscal Year 2025-2026 Annual Update to the Three-Year Plan for Fiscal Year 2023-2024 to Fiscal Year 2025-2026

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### **RECOMMENDATION**

Adopt a Resolution approving the County's Mental Health Services Act Fiscal Year 2025-2026 Annual Update to the Three-Year Plan for Fiscal Year 2023-2024 to Fiscal Year 2025-2026. (No Fiscal Impact)

### **BACKGROUND**

The Mental Health Services Act of 2004 (MHSA), passed by the voters as "Proposition 63," increased overall State funding for the community mental health system by imposing a 1% income tax on California residents with more than \$1 million per year in income. The resulting revenue increased State funding for local mental health services by approximately 10%. Nevertheless, the stated intention of the proposition was to "transform" local mental health service delivery systems from a "fail first" model to one promoting intervention, treatment and recovery from mental illness. A key strategy in the act was the prioritization of prevention and early intervention services to reduce the long-term adverse impacts of untreated, serious mental illness on individuals, families and state and local budgets.

MHSA funding in FY 2023-24 supported a range of strategic initiatives designed to strengthen the behavioral health continuum of care. A \$1.26 million MHSA allocation was used to reinforce the Capitalized Operating Subsidy Reserve (COSR) for Hartle Court Apartments, a 21-unit permanent supportive housing development serving adults with serious mental illness who are homeless or at risk of homelessness. Community Services and Supports (CSS) investments included expansion of the Children's Full Service Partnership through a High-Fidelity Wraparound model for youth involved with Child Welfare and Juvenile Probation.

System Navigators conducted outreach at community events throughout the county, connecting approximately 1,400 residents to behavioral health information and services. The Innovations Community Center (ICC) hosted more than 1,700 activities and engaged over 600 participants, offering peer-led programming focused on art,

mindfulness, and social connection for adults and older adults.

Prevention and Early Intervention (PEI) efforts continued to emphasize youth wellness, suicide prevention, and targeted community outreach through programs such as Mantis, VOICES, Up Valley Family Centers, and LGBTQ Connection. Concurrently, the County initiated planning for the phase-out of PEI under the Behavioral Health Services Act (BHSA) while advocating for future locally supported prevention funding. In addition, the Mobile Response Team (MRT) responded to hundreds of field-based behavioral health crises during its first year of 24/7 operation, expanding timely, community-based crisis intervention.

### Requested Action:

1. Adopt a Resolution approving the County's Mental Health Services Act Fiscal Year 2025-2026 Annual Update to the Three-Year Plan for Fiscal Year 2023-2024 to Fiscal Year 2025-2026.

## **FISCAL IMPACT**

Is there a Fiscal Impact? No

## **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.

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE NAPA COUNTY BOARD OF SUPERVISORS, STATE OF CALIFORNIA, ADOPTING THE COUNTY'S MENTAL HEALTH SERVICES ACT (MHSA) FY 25-26 ANNUAL UPDATE TO THE THREE-YEAR PLAN FOR FY 23-24 TO FY 25-26**

**WHEREAS**, in November 2004, California voters passed Proposition 63, which was enacted into law in 2005 and revised in 2018, and is known as the Mental Health Services Act (MHSA); and

**WHEREAS**, the MHSA imposed a 1% tax on adjusted annual income over \$1,000,000 for the purpose of reducing the long-term adverse impact on individuals, families, and state and local budgets resulting from untreated serious mental illness; and

**WHEREAS**, in order to access MHSA funding from the State, counties are required to: 1) develop a three-year MHSA plan and annual updates in collaboration with stakeholders; 2) post each plan for a 30-day public comment and review period; and 3) hold a public hearing on each plan with the County Mental Health Board; and

**WHEREAS**, Welfare and Institutions Code section 5847(a) requires that MHSA three-year plans, and annual updates, be adopted by county boards of supervisors prior to submission to the Mental Health Services Oversight and Accountability Commission and the State Department of Health Care Services; and

**WHEREAS**, the Mental Health Division of the Health and Human Services Agency has developed the Napa County MHSA FY 25-26 Annual Update to the Three-Year Plan for FY 23-24 to FY 25-26 with input from stakeholders; and

**WHEREAS**, the County has complied with all pertinent regulations, laws, and statutes of the MHSA, including stakeholder participation, 30-day public review and comment period followed by a public hearing, and non-supplantation requirements.

**NOW, THEREFORE, BE IT RESOLVED** that the Napa County Board of Supervisors hereby adopts Napa County's MHSA FY 25-26 Annual Update to the Three-Year Plan for FY 23-24 to FY 25-26.

*[Rest of Page Intentionally Left Blank]*

**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED**  
by the Napa County Board of Supervisors, State of California, at a regular meeting of the Board  
held on the 27<sup>th</sup> day of January, 2026, by the following vote:

AYES: SUPERVISORS \_\_\_\_\_

\_\_\_\_\_

NOES: SUPERVISORS \_\_\_\_\_

\_\_\_\_\_

ABSTAIN: SUPERVISORS \_\_\_\_\_

\_\_\_\_\_

ABSENT: SUPERVISORS \_\_\_\_\_

\_\_\_\_\_

NAPA COUNTY, a political subdivision of  
the State of California

By: \_\_\_\_\_

AMBER MANFREE, Chair of the  
Board of Supervisors

APPROVED AS TO FORM Office of County Counsel  By: <u>Jo Ann Iwasaki Parker (e-sign)</u> Deputy County Counsel  Date: <u>December 16, 2025</u>	APPROVED BY THE NAPA COUNTY BOARD OF SUPERVISORS  Date: _____ Processed By:  _____ Deputy Clerk of the Board	ATTEST: NEHA HOSKINS Clerk of the Board of Supervisors  By: _____
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# **Napa County Mental Health Services Act FY 25-26 Annual Update to Three Year Plan for FY 23-24 to FY 25-26**

**Napa County Health and Human Services Agency  
Behavioral Health Division**



The 30-day Public Review and Comment Period for the Napa County's Mental Health Services Act (MHSA) FY 25-26 Annual Update to the Three Year Plan for FY 23-24 to FY 25-26 took place from Monday, November 3<sup>rd</sup> to Wednesday, December 3<sup>rd</sup>, 2025. The draft plan was posted on Napa County's website, emailed to a broad group of stakeholders and hard copy announcement was posted at the County Clerk's Office. A public hearing of the Napa County Behavioral Health Board took place on Wednesday, December 3<sup>rd</sup> at 4pm at the Health and Human Services Agency, 2751 Napa Valley Corporate Drive, Building A, 1st Floor, Oak Conference Room, Napa, CA 94559. Public comments were accepted by email at [MHSA@countyofnapa.org](mailto:MHSA@countyofnapa.org), at the HHSA Behavioral Health Division Administration Office on the 2<sup>nd</sup> Floor of Building A, 2751 Napa Valley Corporate Drive in Napa, or during the December 3<sup>rd</sup> Behavioral Health Board Meeting.



A Tradition of Stewardship  
A Commitment to Service

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- Appendix 1: Napa County MHSA Capacity Assessment FY23-24
- Appendix 2: Stakeholder Advisory Committee Representative Roles and Responsibilities
- Appendix 3: CalMHSA PEI Statewide Impact Statement
- Appendix 4: Public Comments and Responses

## MHSA COUNTY COMPLIANCE CERTIFICATION

County/City: Napa

Three-Year Plan for FY 23-24 to FY 25-26  
 FY 25-26 Annual Update to Three-Year Plan  
for FY 23-24 to FY 25-26

Local Behavioral Health Director	Program Lead
Name: Cassandra Eslami, LMFT Telephone Number: (707) 299-2102 E-mail: <a href="mailto:Cassandra.Eslami@countyofnapa.org">Cassandra.Eslami@countyofnapa.org</a>	Name: Felix A. Bedolla, Project Manager Telephone Number: (707) 299-1759 E-mail: <a href="mailto:Felix.Bedolla@countyofnapa.org">Felix.Bedolla@countyofnapa.org</a>
Local Behavioral Health Mailing Address:  Napa County Behavioral Health Division 2751 Napa Valley Corporate Drive, Bldg. A ANapa, CA 94559	

I hereby certify that I am the official responsible for the administration of county behavioral health services in and for said county/city and that the County has complied with all pertinent regulations and guidelines, laws, and statutes of the Mental Health Services Act (MHSA) in preparing and submitting this MHSA FY 25-26 Annual Update to the Three-Year Program and Expenditure Plan for FY 23-24 to FY 25-26 (hereafter MHSA FY 25-26 Annual Update) including stakeholder participation and non-supplantation requirements.

This MHSA FY 25-26 Annual Update has been developed with the participation of stakeholders, in accordance with Welfare and Institutions Code Section 5848 and Title 9 of the California Code of Regulations section 3300, Community Planning Process. The MHSA FY 25-26 Annual Update was circulated to representatives of stakeholder interests and any interested party for 30 days for review and comment and a public hearing was held by the local mental health board. All input has been considered with adjustments made, as appropriate.

The MHSA FY 25-26 Annual Update, attached hereto, was adopted by the Napa County Board of Supervisors on Date TBD.

Mental Health Services Act funds are and will be used in compliance with Welfare and Institutions Code section 5891 and Title 9 of the California Code of Regulations section 3410, Non-Supplant. All documents in the attached MHSA FY 25-26 Annual Update are true and correct.

Cassandra Eslami, LMFT  
Local Behavioral Health Director (PRINT)

final will be signed  
Signature Date

## MHSA COUNTY FISCAL ACCOUNTABILITY CERTIFICATION<sup>1</sup>

County/City: Napa

Three-Year Plan for FY 23-24 to FY 25-26  
 FY 25-26 Annual Update to Three-Year Plan  
 for FY 23-24 to FY 25-26

<b>Local Behavioral Health Director</b>	<b>County Auditor-Controller/City Financial Officer</b>
Name: Cassandra Eslami, LMFT	Name: Tracy A. Schulze
Telephone: (707) 299-2102	Telephone: (707) 253-4551
Number	Number
E-mail: <a href="mailto:Cassandra.Eslami@countyofnapa.org">Cassandra.Eslami@countyofnapa.org</a>	E-mail: <a href="mailto:Tracy.Schulze@countyofnapa.org">Tracy.Schulze@countyofnapa.org</a>
Local Behavioral Health Mailing Address:	Napa County Health and Human Services Agency, Behavioral Health Division 2751 Napa Valley Corporate Drive, Bldg. A Napa, CA 94559

I hereby certify that this Mental Health Service Act (MHSA) FY 25-26 Annual Update to the Three-Year Plan for FY 23-24 to FY 25-26 (hereafter MHSA FY 25-26 Annual Up) is true and correct and that the County has complied with all fiscal accountability requirements as required by law or as directed by the State Department of Health Care Services and the Mental Health Services Oversight and Accountability Commission, and that all expenditures are consistent with the requirements of the Mental Health Services Act (MHSA), including Welfare and Institutions Code (WIC) sections 5813.5, 5830, 5840, 5847, 5891, and 5892; and Title 9 of the California Code of Regulations sections 3400 and 3410. I further certify that all expenditures are consistent with an approved MHSA FY 25-26 Annual Update and that MHSA funds will only be used for programs specified in the Mental Health Services Act. Other than funds placed in a reserve in accordance with an approved plan, any funds allocated to a county which are not spent for their authorized purpose within the time period specified in WIC section 5892(h), shall revert to the state to be deposited into the fund and available for other counties in future years. I declare under penalty of perjury under the laws of this state that the foregoing and the attached update/revenue and expenditure report is true and correct to the best of my knowledge.

Cassandra Eslami  
Local Behavioral Health Director (PRINT)

final will be signed TBD  
Signature Date

I hereby certify that for the fiscal year ended **June 30, 2024**, the County has maintained an interest-bearing local Mental Health Services (MHS) Fund (WIC 5892(f)); and that the County's financial statements are audited annually by an independent auditor and the most recent audit report is dated **December 30, 2024**, for the fiscal year **ended June 30, 2024**. I further certify that for the fiscal year ended **June 30, 2024**, the State MHSA distributions were recorded as revenues in the local MHS Fund; that County MHSA expenditures and transfers out were appropriated by the Board of Supervisors and recorded in compliance with such appropriations; and that the County has complied with WIC section 5891(a), in that local MHS funds may not be loaned to a county general fund or any other county fund. I declare under penalty of perjury under the laws of this state that the foregoing, and if there is a revenue and expenditure report attached, is true and correct to the best of my knowledge.

Tracy A. Schulze  
County Auditor Controller (PRINT)

final will be signed TBD  
Signature Date

<sup>1</sup> Welfare and Institutions Code Sections 5847(b)(9) and 5899(a)  
Three-Year Program and Expenditure Plan, Annual Update, and RER Certification (07/22/2013)

## **EXECUTIVE SUMMARY**

This Annual Update describes how Napa County Health and Human Services Agency, Behavioral Health Services, used Mental Health Services Act (MHSA) funding during FY 23–24 and outlines priorities for FY 25–26. It summarizes program activities and expenditures across all MHSA components and highlights where the County is focusing its efforts as it prepares for statewide changes under Proposition 1 and Senate Bill 326.

The update closes out the current three-year MHSA plan and positions Napa County for the transition to the new Behavioral Health Services Act (BHSA), which will take effect in July 2026. The County continues to engage in state and regional planning to ensure a smooth transition and will prepare the BHSA Integrated Plan, with a draft due in March 2026.

### **System Overview**

MHSA continues to fund a broad network of county and community-based programs that serve children, transition-age youth, adults, and older adults. These include Full Service Partnerships (FSPs), outreach and engagement programs, prevention and early intervention services, workforce investments, and infrastructure improvements that strengthen Napa County's behavioral health system.

### **Community Services and Supports (CSS)**

CSS remains the foundation of MHSA programming in Napa County.

Full Service Partnerships (FSPs) provide intensive, field-based support for individuals with the most significant needs. In FY 23–24, the Children's FSP expanded through a new High Fidelity Wraparound program operated by Seneca Family of Agencies for youth involved with Child Welfare Services and Juvenile Probation. Adult and Older Adult FSPs continued to focus on housing stability, diversion from hospitalization or incarceration, and improving quality of life for participants.

Project Access includes System Navigators, Innovations Community Center (ICC), ParentsCAN, and Co-Occurring Support programs that reach individuals who are unserved, underserved, or disconnected from care. The ICC, operated by On The Move, remains a peer-led drop-in center offering art, mindfulness, and social connection activities for adults and older adults. In FY 23–24, ICC hosted more than 1,700 activities and served over 600 participants. System Navigators provided outreach at community events across Napa County, connecting roughly 1,400 residents to information and services.

MHSA funds also continue to support permanent supportive housing for behavioral health clients. During FY 23–24, Napa County allocated \$1.26 million to strengthen the Capitalized Operating Subsidy Reserve (COSR) for Hartle Court Apartments, a 21-unit MHSA-funded supportive housing project for adults living with serious mental illness who are homeless or at risk of homelessness.

## **Prevention and Early Intervention (PEI)**

PEI programs continue to focus on youth wellness, suicide prevention, and outreach to older adults. Local partners include Mentis, VOICES, Up Valley Family Centers, and LGBTQ Connection. Napa also contributes to CalMHSA’s statewide *Take Action* for Mental Health campaign, which promotes public awareness and stigma reduction.

With the transition to the Behavioral Health Services Act, PEI funding will be phased out. Assessments are underway to determine how early intervention programs can be integrated into the new BHSA framework. Counties also await information from the State as to its plans for prevention services since prevention funding was redirected under BHSA to the California Department of Public Health. It is understood that prevention services are a valuable part of the continuum and counties have advocated for funding to be made available locally to help ensure they can be preserved and integrated within the new BHSA framework.

## **Innovation (INN)**

Napa participates in the Learning Health Care Network for Early Psychosis, a statewide Innovation project led by UC Davis and several partner counties. The project builds shared data infrastructure to strengthen early psychosis intervention and evaluation capacity across the state.

## **Workforce Education and Training (WET)**

Building and retaining a strong behavioral health workforce remains a top priority. MHSA WET funding supports recruitment, training, and retention efforts, with an emphasis on developing bilingual and bicultural staff. Napa participates in the Greater Bay Area Regional Partnership, which connects staff to statewide loan repayment and student stipend programs administered by CalMHSA. These opportunities have helped local clinicians reduce student debt and remain in public behavioral health roles.

## **Capital Facilities and Technological Needs (CF/TN)**

During FY 23–24, Napa County completed planning and pre-implementation work for the SmartCare Electronic Health Record (EHR), which went live in October 2025. SmartCare replaces

the previous Credible system and integrates documentation, billing, and reporting for both the Mental Health Plan (MHP) and Drug Medi-Cal Organized Delivery System (DMC-ODS). The transition is expected to improve billing accuracy, compliance, and coordination of care.

Design and environmental work also advanced for the new Crisis Stabilization Unit (CSU), with groundbreaking in 2025. The new facility will expand local crisis capacity and create a safer, more therapeutic environment for children, youth, and adults in crisis.

## **Ongoing Challenges**

Programs continue to face challenges related to workforce shortages, documentation requirements, transportation barriers, and limited affordable housing. Recruiting and retaining qualified staff, maintaining access for non-English-speaking residents, and balancing administrative workload remain ongoing areas of focus.

## **Next Steps**

As the County prepares to transition to the Behavioral Health Services Act, the Division's priorities for FY 25–26 include:

- Maintaining service continuity during the state transition.
- Improving data and quality systems to meet new reporting standards.
- Completing SmartCare integration and training for county and provider staff.
- Advancing construction of the Behavioral Health Treatment Center, which will expand residential treatment, crisis, and reentry capacity.
- Strengthening coordination and transitions between levels of care.
- Supporting peer services, equitable access, and treatment housing for behavioral health clients.

## MENTAL HEALTH SERVICES ACT (MHSA) BACKGROUND

### MHSA Principles

The Mental Health Services Act (MHSA) is grounded in the transformation of the public mental health system. Napa County Behavioral Health continues to uphold the following core principles:

- **Community Collaboration** – developing shared visions for services through strong partnerships.
- **Cultural Competence** – ensuring services are responsive and effective for diverse and underserved populations.
- **Individual and Family-Driven Programs** – empowering participants and families to take an active role in recovery.
- **Wellness and Recovery Focus** – promoting resilience, strength, and recovery-oriented approaches.
- **Integrated Service Experiences** – placing mental health services in settings where participants access other critical supports.
- **Outcomes-Based Design** – evaluating effectiveness to ensure accountability and quality improvement.

### MHSA Components

MHSA is structured around five (5) components:

#### 1. **Community Services and Supports (CSS)**

CSS funds expand and transform services for children, youth, transition-age youth (TAY), adults, and older adults living with serious mental illness. Services include Full Service Partnerships (FSPs), System Development and Outreach & Engagement, and Housing supports.

#### 2. **Prevention & Early Intervention (PEI)**

PEI focuses on preventing mental illness from becoming severe and disabling. Activities include reducing stigma, increasing early access for underserved communities, and connecting individuals and families to appropriate resources.

#### 3. **Innovation (INN)**

Innovation projects pilot and evaluate new, creative approaches to expand access, improve quality of care and outcomes, and strengthen interagency collaboration.

#### 4. **Workforce Education & Training (WET)**

WET funds support the development of a diverse, well-trained behavioral health workforce. Efforts include training, pipeline development, and promoting the hiring of individuals with lived experience.

## **5. Capital Facilities & Technology Needs (CF/TN)**

CF/TN investments improve service delivery through facility enhancements and technology, such as upgrading electronic health record systems and data reporting capacity.

### **MHSA History**

In November 2004, California voters approved Proposition 63, establishing the Mental Health Services Act. The measure provides ongoing funding through a 1% tax on personal income above \$1 million. These revenues are allocated to counties to expand and transform community mental health services.

The MHSA reflects a commitment to:

- Recovery and resilience as guiding principles,
- Outreach and engagement across all communities, and
- Recognition of individuals living with mental illness as valued members of our community.

In Napa County, MHSA has been a vital resource in building partnerships, reducing disparities, and strengthening services across the lifespan.

### **MHSA Reporting Requirements**

Per Welfare and Institutions Code (WIC) §5847, counties must prepare a Three-Year Program and Expenditure Plan and subsequent Annual Updates that address all MHSA components:

- Community Services and Supports (CSS)
- Prevention and Early Intervention (PEI)
- Innovation (INN)
- Workforce Education & Training (WET)
- Capital Facilities & Technology Needs (CF/TN)

Draft Plans and Annual Updates must be posted for a 30-day public review and comment period, followed by a Mental Health Board public hearing. Final Plans must be adopted by the Napa County Board of Supervisors and submitted to the Department of Health Care Services (DHCS) and the Behavioral Health Services Oversight and Accountability Commission (BHSOAC) within 30 days of adoption.

## Highlights, Changes, and Opportunities for FY 25–26

### Statewide Behavioral Health Reform

The passage of Proposition 1 and Senate Bill 326 in March 2024 set the stage for California's transition from the Mental Health Services Act (MHSA) to the Behavioral Health Services Act (BHSA) in July 2026. Napa County Behavioral Health is participating in state and regional planning to understand how the new structure will affect funding, evidence-based practice requirements, and reporting. Over the next year, the Division will prepare the BHSA Integrated Plan, with a draft due in March 2026, and continue to align existing MHSA programs with the new statewide framework.

### SmartCare Electronic Health Record

FY 24–25 focused on preparing for the transition to SmartCare, the County's new electronic health record. SmartCare went live in October 2025, replacing Credible and bringing together documentation, billing, and reporting for both the Mental Health Plan (MHP) and Drug Medi-Cal Organized Delivery System (DMC-ODS). The system will improve data quality, billing accuracy, and compliance with CalAIM and BH-CONNECT requirements while providing a stronger foundation for quality improvement.

### Community Services and Supports (CSS)

CSS remains the cornerstone of MHSA programming in Napa County.

- The Children's Full Service Partnership (FSP) expanded through a new High Fidelity Wraparound program operated by Seneca Family of Agencies, serving youth involved with Child Welfare Services and Juvenile Probation.
- Adult and Older Adult FSPs continued to focus on housing stability, diversion from hospitalization and incarceration, and recovery-oriented care.
- Project Access—including System Navigators, the Innovations Community Center (ICC), ParentsCAN, and Co-Occurring Support—continued outreach and engagement for individuals who are unserved, underserved, or disconnected from care. ICC hosted more than 1,700 activities and served over 600 participants in FY 23–24.

### Prevention and Early Intervention (PEI)

PEI programs continue to focus on youth wellness, suicide prevention, and outreach to older adults, with partners including Mentis, VOICES, Up Valley Family Centers, and LGBTQ Connection. Napa also contributes to CalMHSA's statewide Take Action for Mental Health campaign. As the County prepares for the transition to the BHSA, dedicated PEI funding will sunset, and the Division is exploring how to sustain early intervention programs that have been vital to community wellness.

## **Innovation (INN)**

Napa County continues its participation in the Learning Health Care Network for Early Psychosis, a statewide Innovation project led by UC Davis and partner counties. The project supports shared data systems and consistent evaluation to improve early identification and intervention for psychosis.

## **Capital Facilities and Housing Investments**

Major capital work advanced during FY 23–24 and FY 24–25.

- The Crisis Stabilization Unit (CSU) design and permitting phases were completed, and groundbreaking occurred in 2025. The new CSU will expand crisis stabilization capacity and create a more therapeutic, trauma-informed environment.
- Napa allocated \$1.26 million to augment the Capitalized Operating Subsidy Reserve (COSR) for Hartle Court Apartments, ensuring the long-term financial stability of the 21-unit permanent supportive housing project for adults with serious mental illness.

## **Behavioral Health Treatment Center (BHTC)**

Planning continues for the Behavioral Health Treatment Center, which will expand local residential treatment, crisis, and reentry capacity. The project represents a major opportunity to reduce out-of-county placements and strengthen coordination across levels of care.

## **Workforce and Peer Development**

Napa County continues to prioritize workforce stability and peer integration. Through the CalMHSA Workforce Education and Training (WET) partnership, staff and students accessed loan repayment and stipend opportunities that help retain qualified clinicians. The County also expanded its Certified Medi-Cal Peer Support Specialist (CMPSS) workforce and increased the role of peers across programs.

## **Opportunities Ahead**

Looking forward, FY 25–26 will focus on:

- Preparing for full BHSA implementation and completing the Integrated Plan.
- Completing SmartCare implementation and using data to drive equity and quality improvement.
- Advancing construction of the Behavioral Health Treatment Center.
- Sustaining critical early intervention programs as PEI funding sunsets.
- Improving transitions between levels of care and building a more coordinated crisis response system.
- Continuing to support a skilled, diverse, and peer-inclusive workforce that reflects the community we serve.

## Overview of Napa County

Napa County is home to approximately 138,795 residents (ACS 2021), and while globally known for its vineyards and natural beauty, its communities face persistent inequities in health, housing, and opportunity. The county is geographically and culturally diverse, with a high concentration of Latino/a/x residents (34.7%), a growing population of older adults (24% age 65+), and substantial rural and urban divides. Napa County includes urban centers like Napa and American Canyon, as well as agricultural and remote regions such as Angwin and Calistoga.



Informed by the 2023 Community Health Needs Assessment (CHNA) and the 2024–2027 Community Health Improvement Plan (CHIP), five priority areas guide health equity efforts: housing, behavioral health, access to care, racial equity and LGBTQ+ inclusion, and economic stability. High-need areas defined by lower income, education levels, and life expectancy are home to approximately 50% of Napa County residents. These tracts are more likely to house families with children, monolingual Spanish speakers, and individuals with limited access to care.

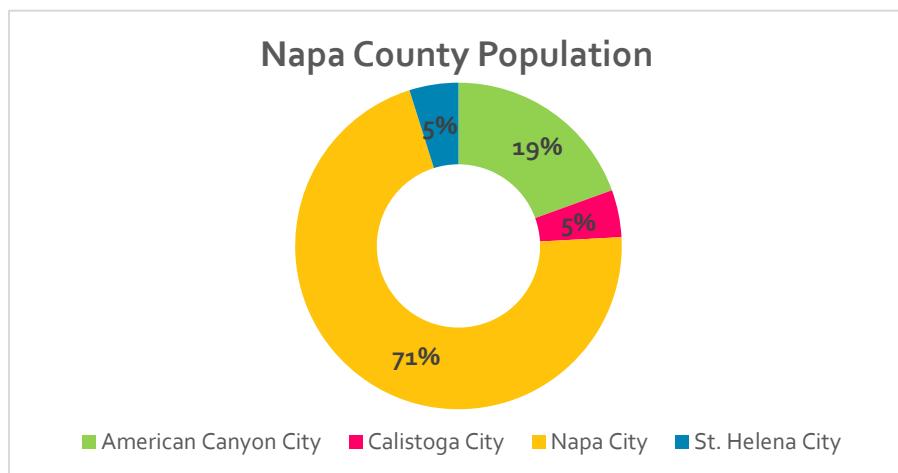
Housing insecurity continues to impact health outcomes. Nearly 25% of renter households spend more than 50% of their income on rent, and low-wage workers across industries, including education, agriculture, and hospitality, often cannot afford to live where they work. The median income in high-need tracts is \$84,690, compared to over \$117,000 in higher-resourced areas.

Behavioral health needs, particularly access to culturally responsive and bilingual services, remain among the most pressing challenges. The county's behavioral health system faces a shortage of providers, especially those able to serve youth, LGBTQ+ individuals, and the Spanish-speaking population.

The County's HHSA Strategic Plan (2024–2026) emphasizes culturally appropriate outreach, co-located services, and reducing structural barriers through partnerships and community-based solutions. These efforts are designed to address historic and current inequities, increase public trust, and ensure services meet the needs of residents across Napa's diverse communities.

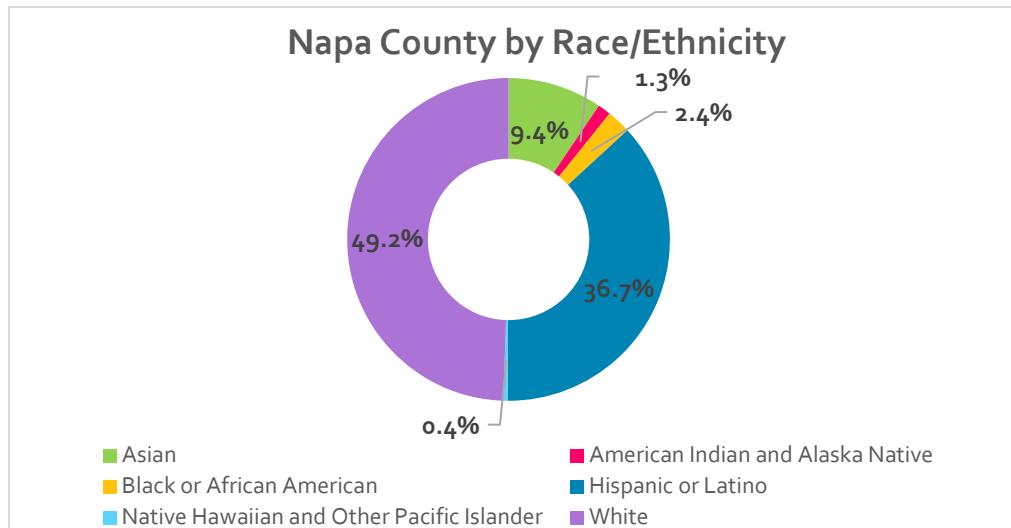
## Napa County Demographics

The graph below illustrates the population distribution within Napa County by city. Napa City is the largest, comprising over 70% of the county's residents. American Canyon is the second most populous city, with approximately 19% of residents. Both Calistoga and St. Helena each account for about 5% of the county's population.<sup>1</sup>

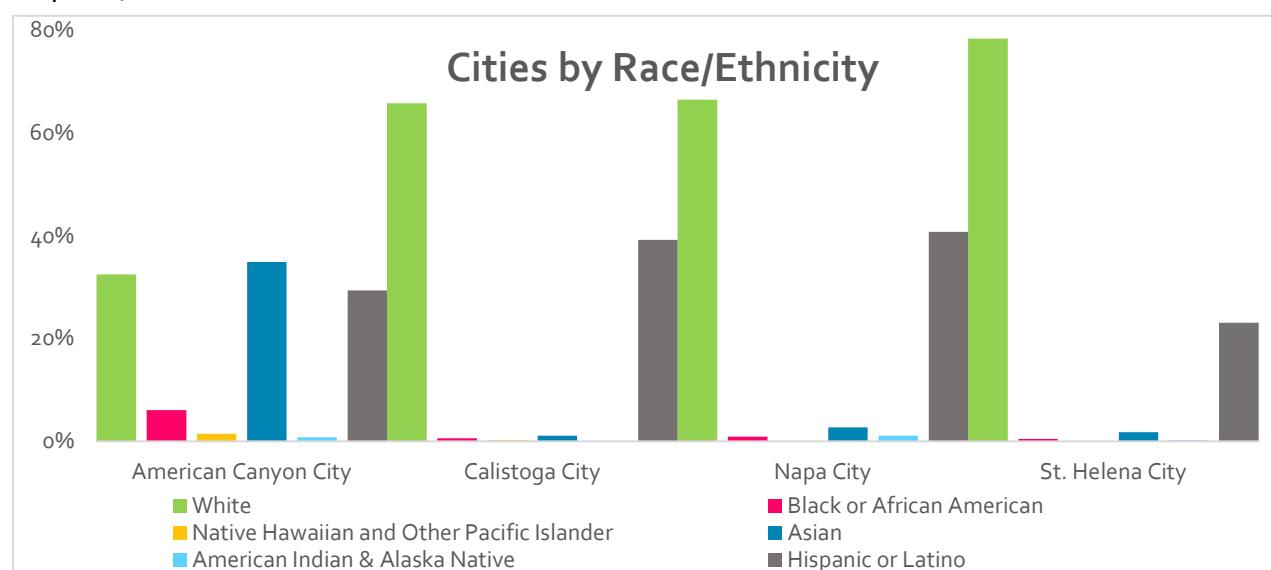


<sup>1</sup> [US Census Bureau](#)

The two largest racial/ethnic groups in Napa County are White and Hispanic/Latino, comprising approximately 49% and 36% of the population, respectively. Asian residents form the third largest group, accounting for about 9%. Just over 2% identify as Black or African American, around 1% as American Indian or Alaska Native, and less than 1% as Native Hawaiian or other Pacific Islander. Additionally, approximately 3.6% of residents identify as two or more races. Spanish is the only threshold language spoken in the county; however, over 33% of residents speak a language other than English at home.<sup>2</sup>



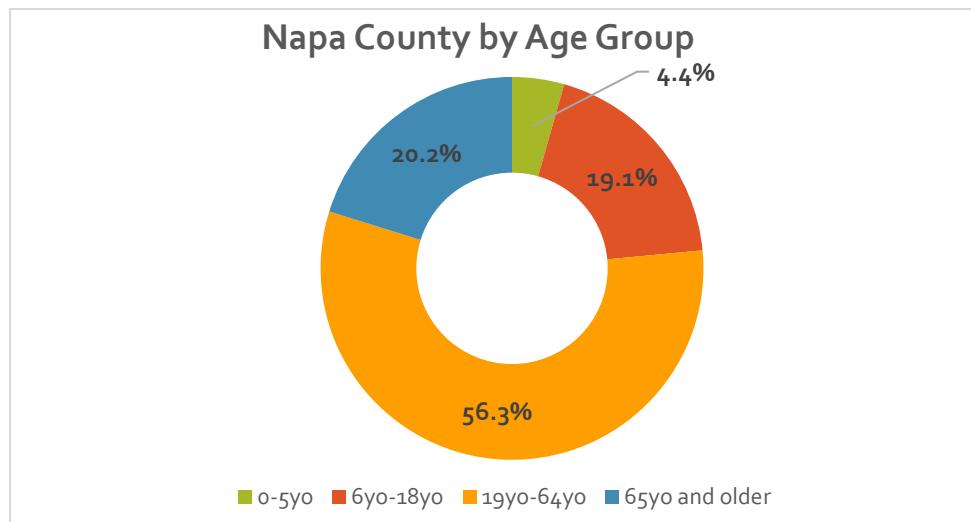
The following graph shows Napa County's population by city and race/ethnicity. American Canyon continues to be the most diverse city in the county, with nearly 35% of residents identifying as Asian and 29% as Hispanic/Latino. In contrast, St. Helena remains the least diverse, with over 78% of residents identifying as White, just over 1% as Asian, and 23% as Hispanic/Latino.<sup>3</sup>



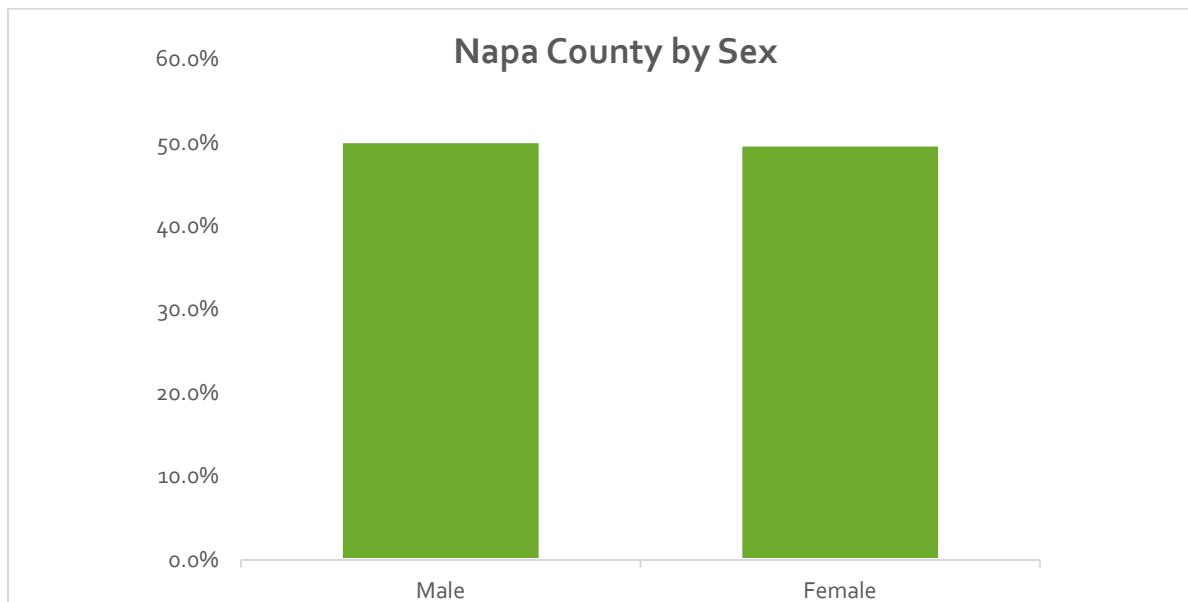
<sup>2</sup> [US Census Bureau](#)

<sup>3</sup> [US Census Bureau](#)

The largest age group in Napa County includes adults between the ages of 19 to 64 years old, accounting for over 56% of the population. The second largest age group is those 65 years and older, while the smallest is the age group 0 to 5 years old.<sup>4</sup>



Just over 50% of Napa County residents identify as male, representing a slight majority of the population. Conversely, females comprise just under 50%, reflecting a nearly balanced gender distribution across the county.<sup>5</sup>



<sup>4</sup> [US Census Bureau](#)

<sup>5</sup> [US Census Bureau](#)

## Mental Health Needs of Unserved/Underserved Residents

Since adoption of the 2023–2026 MHSA Three-Year Plan, unmet behavioral health needs remain high in Napa County. While no new county-level prevalence surveys have been released since CHIS 2020 or CHKS 2022, multiple recent local planning efforts confirm ongoing gaps and disparities.

**Youth mental health:** The most current CHKS (2022–2023) for high-school students continues to show elevated reports of chronic sadness/depression and suicidal ideation, reinforced by the 2023 Community Health Assessment/Needs Assessment (CHA/CHNA), which prioritized Behavioral Health.

**Older adults:** Napa County has a comparatively larger share of older residents; local plans flag the need to reduce isolation and improve access for older adults. (Statewide data show elevated suicide risk among men 85+, underscoring prevention needs that are relevant locally.)

**Housing instability and homelessness:** A 2024–2025 Housing Needs Assessment estimates a ~20-year deficit of ~9,700 homes, with ~65% of the shortfall in affordable units, conditions linked in local assessments to stress and barriers to care.

**Access and equity gaps:** The 2023 CHNA documents long waitlists, shortages of bilingual/bicultural providers, and barriers for Latine, BIPOC, LGBTQIA+, and rural residents. The HHSA 2024–2026 Strategic Plan commits to reducing language/cultural barriers and expanding integrated, place-based services.

**Substance use:** The 2024–2027 Community Health Improvement Plan (CHIP) prioritizes opioid-related prevention and treatment, with county actions funded through 2027.

**Ongoing disaster impacts:** Wildfires and related emergencies continue to affect residents' well-being and service access, reinforcing the need for responsive, trauma-informed supports.

**Community Planning Process linkage:** These needs mirror feedback from Napa's CPP activities (public comment/hearing and stakeholder engagement summarized in this Update) and continue to guide FY 25–26 priorities.

### Implications for MHSA (FY 25–26)

- **Youth mental health:** Partner with schools as they implement Children and Youth Behavioral Health Initiative (CYBHI) and the new fee schedule; strengthen efforts that link children and families to SMHS and SUD services.
- **Older adults:** Continue early-identification activities, with linkage to treatment and short-term intervention.

- **Housing & homelessness:** Deepen alignment with the Homeless Response System and MCP partnerships to expand access to CalAIM housing supports (navigation, tenancy services), coordinated with local housing initiatives.
- **Access & equity:** Increase bilingual/bicultural staffing, expand rural access points, and strengthen language-access supports, consistent with HHSA's strategic direction.
- **Substance use (OUD focus):** Continue prevention efforts, MAT linkages, and harm-reduction partnerships through 2027, aligned with county priorities.

## Assessment of the County's Capacity to Implement Mental Health Programs and Services

In FY 23-24, Napa County Health and Human Services Agency Behavioral Health conducted a comprehensive MHSA Capacity Assessment Survey of contracted community-based providers. The full results were included as Appendix 1 of the FY 24-25 Annual Update and established a baseline of provider strengths, workforce diversity, bilingual proficiency, and barriers to implementation.

This FY 25-26 Annual Update builds on that baseline, providing updated information on workforce demographics, language access resources, system quality improvement efforts, and infrastructure enhancements that reflect Napa's current capacity to implement MHSA programs and services.

### Workforce and Equity

Recruitment and retention remain ongoing challenges, but Napa has built supports such as flexible scheduling, recognition programs, and secondary trauma resources. Workforce pipelines are being strengthened through paid internship stipends, licensure support, and internal promotion pathways, with an emphasis on recruiting and retaining bilingual and bicultural staff. As of 2024, 55% of HHSA staff identify as Hispanic/Latino compared to 35% countywide, while 29% identify as White compared to 50% countywide. This reflects strong Latinx representation overall, though leadership roles remain less diverse. Asian, Black/African American, and multiracial representation is proportionate to county demographics, while Native Hawaiian/Pacific Islander and American Indian representation remain limited.

### Strengths and Limitations

Napa's MHSA providers bring notable strengths, including deep community connections and bilingual/bicultural staff who reflect the populations they serve. These assets have supported strong engagement with Latinx communities in particular and have allowed providers to build trust and reduce stigma. Limitations continue to include vacancies in key bilingual positions,

underrepresentation of African American and Asian staff, and limited language diversity beyond English and Spanish.

### **Bilingual Proficiency and Language Access**

Spanish is Napa County's only non-English threshold language. Napa BH employs certified bilingual Spanish staff to provide interpretation and translation during both clinical and non-clinical interactions. Additional capacity is supported through a contract with Language Line Services, Inc., which offers:

- 24/7 telephone interpretation in multiple languages.
- Video interpretation.
- In-person interpretation for appointments, treatment planning, and care coordination.
- Translation of written materials, including beneficiary handbooks.
- All services are provided free of charge to clients. For non-threshold languages, Policy 06-6020 guarantees interpretation in any language through the Access Line, available 24/7, with auxiliary aids such as TTY services and large-print materials. These resources ensure all MHSA clients, regardless of language, can fully access and engage in care.

### **Barriers and Strategies**

Providers participating in the FY 23-24 MHSA Capacity Assessment Survey identified several persistent barriers to implementing MHSA programs and services. These included:

- **Transportation challenges** that make it difficult for clients to access services.
- **Limited referral networks and waitlists**, which reduce timely access to care.
- **Administrative burdens**, including increasingly complex grant and reporting requirements, which providers said take time and resources away from service delivery.

In response, providers and the County are addressing these barriers through culturally responsive partnerships with community-based organizations, warm handoffs between programs, expansion of in-house services, pursuit of grant funding, and targeted recruitment of bilingual/bicultural staff.

### **System Quality and Readiness**

Napa HHSA Behavioral Health has addressed External Quality Review Organization (EQRO) recommendations by improving discharge protocols, telehealth consents, and urgent referral workflows. The Quality Assurance Performance Improvement (QAPI) Workplan 2025 tracks measurable improvement goals: reducing no-shows, improving medication adherence,

expanding peer services, and increasing Latinx penetration rates. Participation in the BH-CONNECT Incentive Program positions Napa to align with National Committee for Quality Assurance (NCQA) quality standards and access incentive funding for system improvements.

### **Technology and Telehealth**

Updated telehealth consent protocols and annual trainings support safe and equitable remote care. The upcoming SmartCare Electronic Health Record (EHR) go-live in October 2025 will expand data-sharing, reporting, and compliance, enhancing capacity for oversight and coordination.

Together, these activities demonstrate Napa's current ability to deliver MHSA programs and services. They also align with the HHSA 2024–2026 Strategic Plan, which emphasizes equity, access, integration, and workforce development.

## **Efforts to Increase Access and Capacity to Implement Mental Health Programs and Services**

Napa BH is actively building additional access and capacity to address gaps identified through the MHSA survey, stakeholder feedback, and performance monitoring. These efforts respond directly to barriers such as staff vacancies, limited bilingual licensed providers, rural access, transportation challenges, and administrative burdens.

### **Workforce Development**

Participation in the Greater Bay Area Regional Partnership has expanded access to loan repayment and stipend programs. In Napa, the county funds Social Work and MFT interns with \$10,000 stipends and recruits them into permanent roles, helping to grow the pipeline of licensed professionals. Additionally, targeted recruitment efforts emphasize hiring bilingual and bicultural staff to address workforce shortages and ensure services reflect the cultural and linguistic needs of the community.

### **Service Expansion**

Continued co-located services at the Library, Jail and Probation, and the Innovations Community Center, along with the addition of new satellite offices in Calistoga, have expanded access to behavioral health services in underserved areas. The launch of the Mobile Response Team (MRT) in December 2023 has further strengthened community-based care by providing crisis response directly in the field, reducing the reliance on law enforcement and hospital emergency departments.

### **Community Outreach and Engagement**

System Navigators participate in community events year-round to support engagement and

facilitate linkages to services. Bilingual outreach campaigns, such as those conducted during Mental Health Month and suicide prevention initiatives, play a vital role in reducing stigma and raising awareness. Additionally, the Behavioral Health Outreach Committee meets monthly to coordinate culturally responsive outreach strategies, ensuring efforts are aligned and effective.

### **Equity and Inclusion**

Workforce demographics indicate strong Latinx representation overall, while also highlighting the need to enhance diversity within leadership roles. Interpreter and translation services, including Spanish threshold language support and Language Line for other languages, ensure comprehensive language access for all clients. The REIDB committee, along with the use of a policy review tool, promotes culturally inclusive program development to better serve diverse communities.

### **Housing and Homelessness**

The 2025 Point-in-Time Count documented a 10% decrease in overall homelessness, along with a significant reduction in first-time homelessness. MHSA-funded treatment housing and capacity-building grants play a critical role in sustaining this progress and preventing homelessness among individuals with serious behavioral health needs.

### **Collaboration and Systems Integration**

Napa County is advancing CalAIM initiatives, including Enhanced Care Management and the Justice-Involved initiative, through formal agreements with Managed Care Plans (MCPs). Partnerships with Queen of the Valley Hospital, facilitated by Access Care Navigators, enhance follow-up care after emergency department and psychiatric hospital visits. Moreover, local quality committees such as Behavioral Health Quality Improvement Committee (BHQIC) and Utilization Review Steering Committee (URSC) play a key role in continuously monitoring access, timeliness, and equity within the system.

These efforts go beyond maintaining current capacity; they represent deliberate actions to expand services, reduce disparities, and ensure that MHSA-funded programs are responsive to community needs. They also complement the HHSA 2024–2026 Strategic Plan, ensuring MHSA investments are coordinated with broader county priorities.

## Community Planning Process (CPP)

Napa County HHSA Behavioral Health's Community Program Planning (CPP) process ensures that local voices, diverse perspectives, and lived experiences meaningfully shape the Mental Health Services Act planning, implementation, and evaluation efforts. The CPP process emphasizes transparency, equity, and accountability through structured stakeholder engagement, regular public meetings, and ongoing collaboration with community partners.

### Roles and Facilitation

The Behavioral Health Division's MHSA Project Manager leads all CPP activities, including scheduling, facilitation, documentation, and synthesis of stakeholder input. The MHSA Staff Services Analysts provide coordination, note-taking, and logistical support to ensure inclusive and accessible participation across programs and populations.

The Mental Health Stakeholder Advisory Committee (SAC) serves as the standing body for ongoing MHSA input and review. Its purpose, representation, and member expectations—two-way communication, agenda participation, voting, and dissemination of information are described in the SAC Roles & Responsibilities (see Appendix 2). This structure fulfills statutory requirements for meaningful engagement of consumers, family members, providers, and community partners throughout planning, implementation, and evaluation.

### SAC Representation

SAC members represent a cross-section of the community, including consumers and family members, community-based organizations, behavioral health and substance use providers, law enforcement, school personnel, community health providers, Behavioral Health Board members, and representatives from unserved or underserved groups such as Latinx, LGBTQ+, older adults, and representatives from Up-Valley and American Canyon. SAC participation is designed to ensure diverse geographic, linguistic, and cultural perspectives are included in MHSA decision-making.

### Methods Used to Elicit Input (FY 23–24 - FY 24–25)

The Division continues to build upon and draw from prior CPP findings to maintain continuity in community voice. Each year's process reviews earlier themes, demographic participation, and system-capacity findings to assess progress and refine strategies. This iterative approach ensures that equity, access, and workforce-capacity needs identified through earlier engagement remain central to MHSA and now BHSA planning.

CPP engagement activities are designed to reach a wide range of stakeholders and to close feedback loops through summary reports, SAC updates, and transparent tracking of priorities over time. These practices reinforce the Division's commitment to sustained community participation, equity, and accountability.

### **Regular SAC Meetings and CPP Engagement.**

The SAC meets regularly (virtually and open to the public) to review MHSA programs, receive updates, and provide ongoing input that informs both CPP and BHSA planning.

Discussion summaries and stakeholder input are outlined below:

- **December 2023:** Presentations from Up Valley Family Resource Center (Senior Wellness Program) and Molly's Angels (Older Adult PEI Program) highlighted the importance of reducing isolation, addressing transportation barriers, and expanding outreach to bilingual and bicultural seniors. SAC members emphasized coordination among senior-serving agencies, better outreach in Up-Valley and rural communities, and culturally responsive care.
- **February 2024:** Mentis presented *Healthy Minds, Healthy Aging*, focusing on case management and therapy for older adults and caregivers. Input centered on the need for stronger referral pathways, caregiver support, and sustainability of bilingual outreach staff.
- **March 2024:** LGBTQ Connection and VOICES shared *Rise for Napa* and the *Guaranteed Income Project for Foster Youth*. Members discussed how programs supporting LGBTQ+ and transitional-age youth could align with Prevention and Early Intervention goals by fostering inclusion, peer connection, and early access to affirming behavioral health supports.
- **April 2024:** Napa Valley Education Foundation presented on school-based wellness centers and social-emotional learning programs. Discussion focused on improving linkages between schools, community providers, and County services to enhance early identification and reduce crisis escalations.
- **May 2024:** Mentis presented *Building a Safety Net for Youth Mental Health Wellness* and the *Bridges Community Treatment Program*. SAC members provided input on youth engagement, transition supports, and reducing duplication among community partners.

### **Ongoing Communication and Inclusive Engagement.**

Outside of SAC meetings, Division staff connected with community partners, peer networks, and County committees to share MHSA updates and gather informal input on program needs and system gaps. Staff encouraged feedback from individuals with lived experience, cultural brokers, and bilingual community representatives, reinforcing the goal of equity-driven and person-centered planning.

### **Countywide Assessments Informing CPP**

The CPP process intentionally builds upon and aligns with other countywide planning and assessment efforts that have engaged thousands of residents through focus groups, surveys, and community forums. Drawing on these complementary inputs allows MHSA planning to

reflect a shared understanding of local needs and to coordinate strategies across housing, health, and behavioral health systems.

**Local inputs** informing the CPP include:

- **HHSA Strategic Plan (2024–2026):** Establishes agencywide goals to reduce health inequities, expand integrated and place-based services, and improve access through language and cultural responsiveness. CPP priorities related to access, workforce, and equity mirror these agency goals.
- **Community Health Needs Assessment (CHNA, 2023) and Community Health Improvement Plan (CHIP):** Identified five shared priorities—housing, behavioral health, access to care, racial equity and LGBTQ inclusion, and economic stability. CPP discussions echoed these themes, particularly the importance of behavioral health access and housing stability.
- **Older Adult Needs Assessment (2022–2024):** With input from more than 1,500 residents, identified key needs around transportation, caregiving, social connection, and equitable access. Findings informed CPP discussions on senior outreach and prevention programs.
- **Farmworker Housing and Impacts Assessment (2023):** Highlighted housing insecurity, long commutes, and access barriers among essential workers and their families. CPP participants emphasized the need for more mobile, bilingual, and field-based services to reach these populations.
- **Housing Needs Assessment (2022):** Provided data on the shortage of affordable and supportive housing, reinforcing the CPP focus on housing partnerships, Behavioral Health Bridge Housing, and expansion of supportive housing options.
- **Countywide Transportation Study (2022):** Documented mobility challenges for low-income residents, older adults, and rural populations, underscoring the importance of co-locating behavioral health services near transit routes and community hubs.

Together, these assessments provide a robust foundation for MHSA planning, ensuring that County behavioral health priorities remain responsive, data-informed, and aligned with broader community strategies.

#### **Complementary Engagement Efforts Leveraged for MHSA/BHSA CPP**

In addition to regular CPP engagement, Napa County HHSA Behavioral Health conducted extensive outreach and stakeholder sessions tied to the 2024 Behavioral Health Continuum Infrastructure Program (BHCIP) planning process. These efforts, though initiated under separate funding and facility planning mandates, significantly enriched the CPP by generating community-informed data on system gaps, capacity needs, and cross-sector collaboration.

### **Behavioral Health Treatment Campus (BHTC) Engagement (2023–2024):**

To inform the development of the proposed Behavioral Health Treatment Campus, the Division hosted multiple engagement sessions with law enforcement, courts, probation, community-based organizations, people with lived experience, substance use treatment providers, and SAC members. Meetings included facility site visits, design consultations, focus groups, and presentations to the Behavioral Health Board.

#### **Key themes raised included:**

- Persistent gaps in withdrawal management and residential SUD treatment, especially for individuals stepping down from jail or hospital settings.
- The need for a designated Mental Health Rehabilitation Center (MHRC) to reduce out-of-county placements and improve treatment continuity.
- Broad support for establishing a sobering center to reduce unnecessary emergency-department utilization and support diversion from the criminal-justice system.
- Calls for stronger linkages between behavioral health, justice, and housing systems, including coordination with the Public Defender, Probation, and Sheriff's Office for early identification and warm handoffs.
- Emphasis on equitable access through bilingual navigation, peer support, and transportation assistance to ensure the campus is accessible to all communities.

### **Stakeholder Involvement and Feedback Loops**

The SAC serves as the primary venue for cross-sector input and public dissemination of MHSA and BHSA information. Meetings are open to the public and documented through agendas and minutes that capture feedback, program updates, and next steps.

To maintain transparency and accountability, Division staff routinely report back on how stakeholder feedback is incorporated into planning and contracting decisions. Beyond the SAC, the Division gathers input through the Behavioral Health Board, the Cultural Competence Committee, Quality Improvement and Utilization Review committees, contractor forums, and County-wide staff meetings, ensuring broad and equitable participation across the system.

### **Local Review Process (Annual Update) — To Be Completed at Adoption**

#### **30-Day Public Comment Period**

The draft FY 25–26 MHSA Annual Update was circulated for public review from October 31, 2025, through December 3, 2025. Copies were distributed through the SAC listserv and MHSA mailing list, shared with community partners and the Behavioral Health Board, posted on the County website at [www.napacounty.gov](http://www.napacounty.gov), and available in hard copy at Health and Human Services Agency, 2751 Napa Valley Corporate Drive, Building A, 2<sup>nd</sup> Floor, Napa, CA 94559. Alternative formats and language access will be provided upon request.

## Public Hearing

Following the comment period, the Behavioral Health Board will conduct a public hearing on December 3<sup>rd</sup>, 2025, at Health and Human Services Agency, 2751 Napa Valley Corporate Drive, Building A, 1<sup>st</sup> Floor, Oak Conference Room, Napa, CA 94559. A summary of comments, staff responses, and any revisions will appear in Appendix 4: *Public Comments & Responses*.

## Public Comment Summary

During the 30-day public comment period, Napa County received written public comment from a community-based organization serving older adults. The comment expressed strong support for the County's efforts to prioritize equity, access, and early intervention, and affirmed the importance of older adults as a priority population. Key themes included the ongoing impacts of social isolation, transportation barriers, service navigation challenges, and the need for bilingual and culturally responsive outreach. The commenter highlighted the role of transportation and community-based outreach in preventing missed appointments, reducing crisis risk, and improving continuity of care for seniors. The comment also emphasized the importance of sustaining older-adult prevention and early-intervention supports as the County transitions from MHSA to the Behavioral Health Services Act. The full public comment and County response are included in Appendix 4.

## How FY 2023–2024 and FY 2024–2025 Input Shaped Planning

- **Equity & Access:** CPP discussions and demographic analysis guided targeted outreach to older adults, Latinx residents, and LGBTQ+ youth. Data collected during the CPP confirmed meaningful participation from these groups and identified areas for deeper engagement in future MHSA cycles.
- **Priority Alignment:** CPP priorities were mapped to HHSA's Strategic Plan goals, reducing language and cultural barriers, expanding integrated care, and strengthening linkages between behavioral health, housing, and recovery systems.
- **Program Refinements:** Stakeholder feedback reinforced the need for continued investment in school-based wellness supports, senior outreach and prevention, and youth engagement programs. These priorities are being tracked through FY 2024–2025 performance outcomes and will continue to inform MHSA and BHSA planning cycles.
- **System Learning and Accountability:** Each CPP cycle informs the next through structured follow-up at SAC meetings, ensuring that stakeholder input directly influences program design, RFP priorities, and resource allocation decisions across MHSA initiatives.

## Community Services and Supports (CSS)

### Component Overview

The Behavioral Health Division's Community Services and Supports (CSS) component delivers a coordinated array of programs that address the diverse behavioral health needs of Napa County residents. Services include Full Service Partnership (FSP) wraparound care, mobile crisis and response through the Mobile Response Team (MRT), peer-operated recovery supports, system navigation, and targeted outreach and engagement.

As the cornerstone of the Mental Health Services Act (MHSA), CSS is designed to reduce the long-term impacts of untreated mental illness and serious emotional disturbances by engaging unserved, underserved, and inappropriately served populations across the lifespan.

CSS funding supports services for children, youth, transition-age youth (TAY), adults, and older adults living with serious mental illness or serious emotional disorders. All programs are guided by MHSA's core principles of:

- Community Collaboration
- Cultural Competence
- Client and Family-Driven Approaches
- Wellness, Recovery, and Resilience Focus
- Integrated Service Experiences

Together, these principles ensure that Napa County's services remain recovery-oriented, person-centered, and culturally responsive.

### Full Service Partnerships (FSPs)

Full-Service Partnership (FSP) programs are in-house initiatives designed to provide a comprehensive, "whatever it takes" wraparound approach to support consumers. These programs offer a wide array of services and supports that extend beyond the traditional mental health model. Services may include assistance with attending meetings, meeting daily living needs, covering healthcare expenses, and providing respite care when necessary.

The FSP programs are organized into five units: Children's FSP (CFSP), Transitional Age Youth FSP (TAY), Adult FSP (AFSP), Adult Treatment Team (ATT), and Older Adult FSP (OA FSP). In FY 23-24, the Behavioral Health Division plan expanded the Children's FSP by introducing a High Fidelity Wraparound model to specifically serve youth involved in Child Welfare and Juvenile Probation. Building on this foundation, each FSP unit tailors its services to meet the unique needs of the populations they serve. The following sections provide an overview of each unit.

## **Children's Full Service Partnership (CFSP)**

### **Program Description**

The CFSP program provides a holistic approach that includes assessment, plan development, individual and family therapy, behavioral interventions, crisis stabilization, case management and ongoing referrals. Children and youth who we serve have a range of presenting problems including severe anxiety, depression, trauma, substance use, and behavioral problems that impacted important life domains. Some of our children and youth needed academic support through a 504 or IEP plan, an evaluation by a Child's Psychiatrist to address the benefit of medication services, and/or coordination of care with Probation Offices or Child Welfare Social Workers. The CFSP worked closely with both families and providers to help families address their mental health needs and successfully graduate from treatment.

### **Target Population**

The CFSP serves those who are underserved and low income and whose mental health symptoms severely impact important domains in their life. Domains include family and peer relationships, academic performance, at risk of not meeting developmental milestones, psychiatric hospitalization, incarceration, and/or removal from the home. The frequency and intensity of services is 1-3 contacts per week. The Children's Full-Service Partnership (CFSP) Program provided wraparound services to children and youth between the ages of 0-15.

### **Key Activities and Services**

A foundational principle of the CFSP program is empowering families with "voice and choice" in their treatment. The Child Family Team (CFT) meetings serve as a collaborative forum where children, youth, families, their natural support networks, and providers come together to recognize strengths, identify needs, and develop comprehensive, family-centered plans.

In a significant milestone for the CFSP program, a dedicated CFT facilitator has been appointed to enhance the coordination and facilitation of these meetings. The selection criteria emphasized bilingualism, bicultural competence, and a combination of professional and lived experience, ensuring a well-rounded and effective approach to support. With this addition, families engaged with the CFSP Team now have access to a multidisciplinary group comprising a therapist/case manager, parent partner, behaviorist, and CFT coordinator, further strengthening the support network.

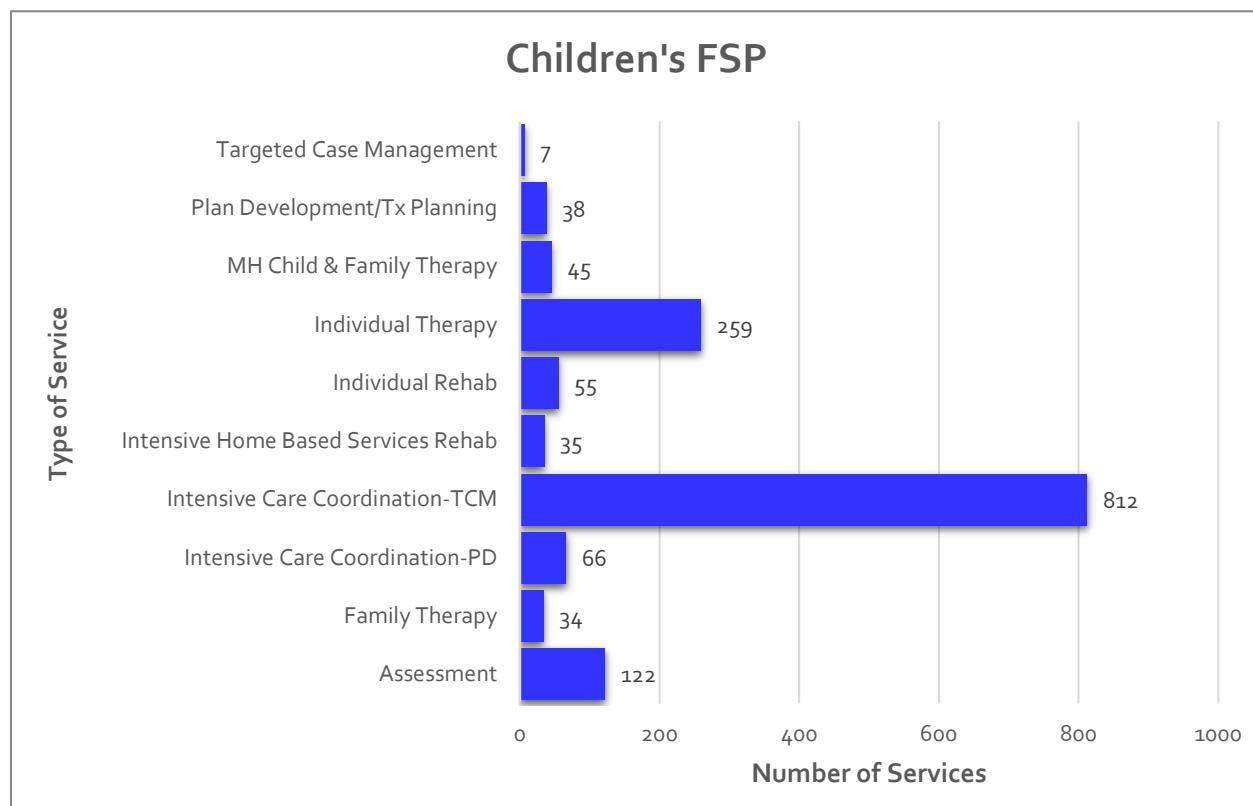
Prevention and early intervention remain core values of the CFSP program. Staff have been trained in and familiarized with the Five Protective Factors Framework, and ongoing consultations are tailored to meet the specific needs of children aged 0-5. Additionally, the community resource library for younger children continues to grow, enhancing available support options.

To create a more welcoming and developmentally appropriate environment, the CFSP Team has undertaken a remodeling initiative for treatment rooms serving this population. Two fully

equipped treatment rooms, the Sensory Room and the Active Playroom, have been designated to support younger children. These spaces have been furnished with age-appropriate furniture, toys, books, and clinical interventions, ensuring families feel comfortable and staff have the necessary tools to provide effective clinical care.

### Client Demographics and Service Volumes

For FY23-24, Napa County Behavioral Health provided services to a total of 39 children enrolled in the CFSP program. The following graphs provide an overview of the number of services delivered, as well as the demographic characteristics of the children served.



## Demographics

### Total Clients Served:

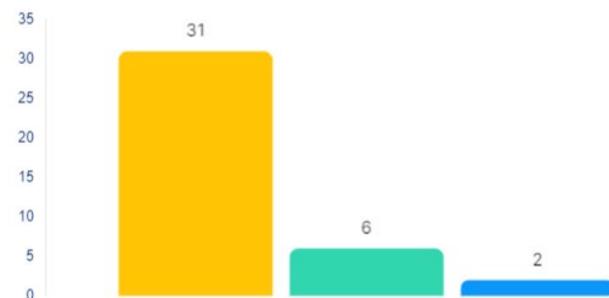
39

#### Age



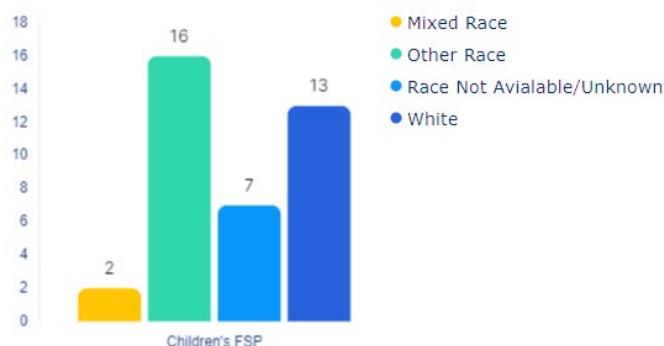
● Children/Youth (0-15) ● Transition Age Youth (16-25)

#### Language



● English ● Spanish ● Unknown/Not Reported

#### Race



Children's FSP

#### Ethnicity

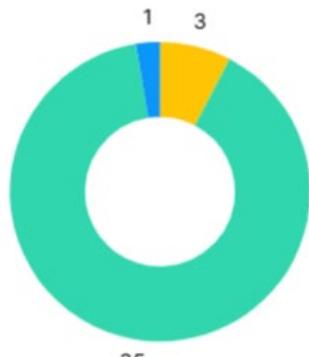


#### Disability



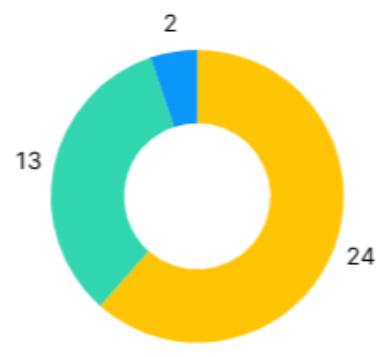
● Other ● No Disability

#### Sexual Orientation



● Heterosexual/Straight ● Unknown/Declined to State  
● Unsure/Questioning/Don't Know

#### Gender



● Female ● Male ● Transgender

**Estimated individuals served and cost per client:****Children's FSP**

Age	FY 23-24 Individuals Served	FY 24-25 Projected Individuals Served	FY 25-26 Projected Individuals Served
0-15 Children/Youth	39	53	50
16-25 TAY	0	0	0
26-59 Adult	0	0	0
60+ Older Adult	0	0	0
Total	39	53	50
Funding	\$559,017	\$555,286	\$524,961
Cost per client	\$14,333.77	\$10,477.09	\$10,499.22

**Outcome Highlights**

The Children's Full Service Partnership (CFSP) program serves underserved, at-risk children with serious emotional disturbances. Eligible children must exhibit significant challenges in at least two key areas—school, home, community, or peer relationships—or be at risk for hospitalization, incarceration, suicide, homicide, removal from the home, or long-term impairment without treatment.

The CFSP provides intensive, individualized, and strength-based services rooted in the belief that children and families thrive when care is both culturally responsive and connected to meaningful community support. The program's use of flexible funding has been instrumental in helping families address essential needs such as food and stable housing. By alleviating these stressors, caregivers are better able to be physically and emotionally present with their children.

Flex funds have expanded opportunities for children to participate in extracurricular and recreational activities such as sports, art classes, and camps. These experiences build social-emotional skills, reduce isolation, foster mentoring relationships, and help youth feel more integrated into their communities.

The CFSP team operates with a trauma-informed, developmentally focused, and culturally responsive lens. This approach builds trust with families and has proven effective in reducing risks associated with academic failure, psychiatric hospitalization, disrupted attachment, and juvenile justice involvement.

In keeping with its commitment to “whatever it takes,” CFSP staff provide highly flexible services to meet families’ needs. This includes outreach in schools and communities, extended service hours, frequent client contact, and bilingual care. Through these efforts, the program ensures

that families receive support when and where they need it, ultimately strengthening resilience and improving long-term outcomes.

### **Challenges and Adaptations**

The Children's Full-Service Partnership (CFSP) Program continues to face challenges in addressing the complex needs of children and families, including co-occurring conditions, academic struggles, and involvement with multiple systems of care. Recruitment of a full-time bilingual, bicultural clinician remains a priority to further reduce cultural and linguistic disparities. Coordinating care across diverse systems, including schools, probation, child welfare, and hospitals, also presents ongoing logistical challenges.

To address these barriers, CFSP has implemented several adaptations. The addition of a CFT facilitator has strengthened family engagement and cross-system coordination. Staff have expanded their expertise through specialized training in suicide prevention, trauma, eating disorders, and racial equity. Treatment spaces have been remodeled to better meet the developmental needs of young children. Flex funds continue to provide families with both stability and opportunities for growth. Guided by its "whatever it takes" philosophy, CFSP offers services in schools, homes, and community settings, at flexible hours, in families' preferred languages, and with the frequency needed to ensure meaningful progress.

## **Children's FSP Expansion - Seneca High Fidelity Wraparound**

### **Program Description**

The Seneca High Fidelity Wraparound (HiFi Wrap) program was launched in FY 23-24 to expand Napa County's Children's Full Service Partnership (CFSP) and serve youth involved in Child Welfare Services and Juvenile Probation. Operated by Seneca Family of Agencies, the program provides intensive, team-based behavioral health services for children and youth with Serious Emotional Disturbance (SED) who are at risk of psychiatric hospitalization, out-of-home placement, or deeper system involvement.

The HiFi Wrap model is family-centered, strength-based, and culturally responsive, emphasizing the youth and family's *voice and choice* throughout care. Services are individualized to help children remain safely at home, engaged in school, and connected to their natural supports. Using a four-phase model, Engagement, Planning, Action, and Transition. The program delivers coordinated, integrated care that builds family resilience and long-term stability.

Seneca collaborates closely with Napa County Behavioral Health, the Interagency Case Planning (ICP) team, and community partners to improve access, reduce disparities, and ensure cross-system alignment. Through these partnerships, HiFi Wrap supports Napa County's goal of providing equitable, comprehensive behavioral health care for high-need youth and families.

## **Target Population**

The HiFi Wrap program serves children and youth ages 0–18 with complex behavioral health needs who meet FSP eligibility criteria. Priority is given to families with multiple system involvement, particularly those engaged with Child Welfare, Probation, and Educational Services, and to bilingual and bicultural families facing language or cultural barriers to care.

Youth at risk of out-of-home placement, hospitalization, or school disruption receive intensive, wraparound support to stabilize home environments, strengthen family relationships, and develop lasting natural supports.

## **Key Activities and Services**

Activities in FY 23–24 primarily focused on staffing, county collaboration, and office/facility set-up as the program established its operational foundation. Staffing activities included the hiring and onboarding of five full-time staff, participation in orientation and required onboarding trainings, and completion of Wraparound-specific and County trainings, including Credible EHR documentation.

Administrative and leadership staff dedicated significant time to hiring and onboarding program staff and coordinating with centralized agency departments such as Quality Assurance/Quality Improvement (QA/QI), Health Services, Information Technology, Facilities, and Training.

County collaboration efforts with Napa County administrators centered on developing program materials—including promotional materials and referral forms—reviewing and aligning documentation requirements within Credible and establishing key operational processes such as the referral process and participation in Interagency Case Planning (ICP) meetings.

Facility set-up activities involved securing and preparing the program office, which included executing a lease, furnishing the office, and purchasing small appliances, environment-of-care and emergency preparedness supplies, and signage for accessibility and wayfinding. Utilities such as phone lines, internet, water service, and document storage were established. Additional setup expenses covered basic office supplies, electronic equipment (staff laptops, iPhones, DTEN, printers, and scanners/copiers), and therapeutic materials for youth and families, such as arts and crafts supplies, sports equipment, and games to support engagement and skill-building.

## **Client Demographics and Service Volumes**

During the program’s first year, Seneca focused on ramp-up and infrastructure development, including staff recruitment, training, and facility setup prior to full client enrollment. As a result, comprehensive demographic and service volume data for FY 23–24 will be available in the next reporting cycle (FY 24–25) once the program reaches full implementation.

Initial referrals were received through Napa County Behavioral Health, Child Welfare Services, and Probation, with early caseloads reflecting youth at highest risk for out-of-home placement

or psychiatric hospitalization. Program reporting and data collection systems were established within the Credible EHR platform to ensure accurate tracking of service volumes and outcomes moving forward.

### **Outcome Highlights**

Seneca's first-year implementation focused on building program infrastructure, training staff, and strengthening interagency coordination. Families participating in early services reported improved communication, greater confidence in managing behavioral health needs, and stronger natural supports.

The program successfully prevented several potential out-of-home placements through in-home stabilization efforts and enhanced collaboration among Napa County Behavioral Health, Child Welfare Services, and Probation. Bilingual and bicultural staff reduced cultural and language barriers, improving accessibility for Latino/a/x families and supporting equitable outcomes across populations.

### **Challenges and Adaptations**

As with most new program launches, the first year included challenges such as staffing delays, integration into the County's EHR system, and the development of standardized documentation and referral workflows. Through close collaboration with Napa County Behavioral Health, Seneca addressed these challenges by refining internal processes, enhancing training, and improving data management.

## **Transition Age Youth Full Service Partnership**

### **Program Description**

The Transitional Age Youth Full Service Partnership (TAY FSP) program provides intensive, culturally responsive services to youth ages 16–25 in Napa County. The program supports young people facing complex challenges, including mental health conditions, involvement in the juvenile justice system, co-occurring substance use disorders, housing instability, and limited family or community support. Services emphasize building trust, fostering resilience, and ensuring youth and their families have access to resources that promote stability and long-term success.

### **Target Population**

The TAY FSP program serves transitional age youth, including unserved and underserved populations who are at increased risk for homelessness, incarceration, and poor mental health outcomes. The program prioritizes culturally and linguistically responsive care for Latino youth, the largest minority group in Napa County, as well as tailored support for LGBTQ+ identifying youth, particularly transgender clients. Many participants also experience co-occurring substance

use disorders or are involved with Child Welfare or Juvenile Probation. The TAY FSP program provides services for youth ages 16-25.

### **Key Activities and Services**

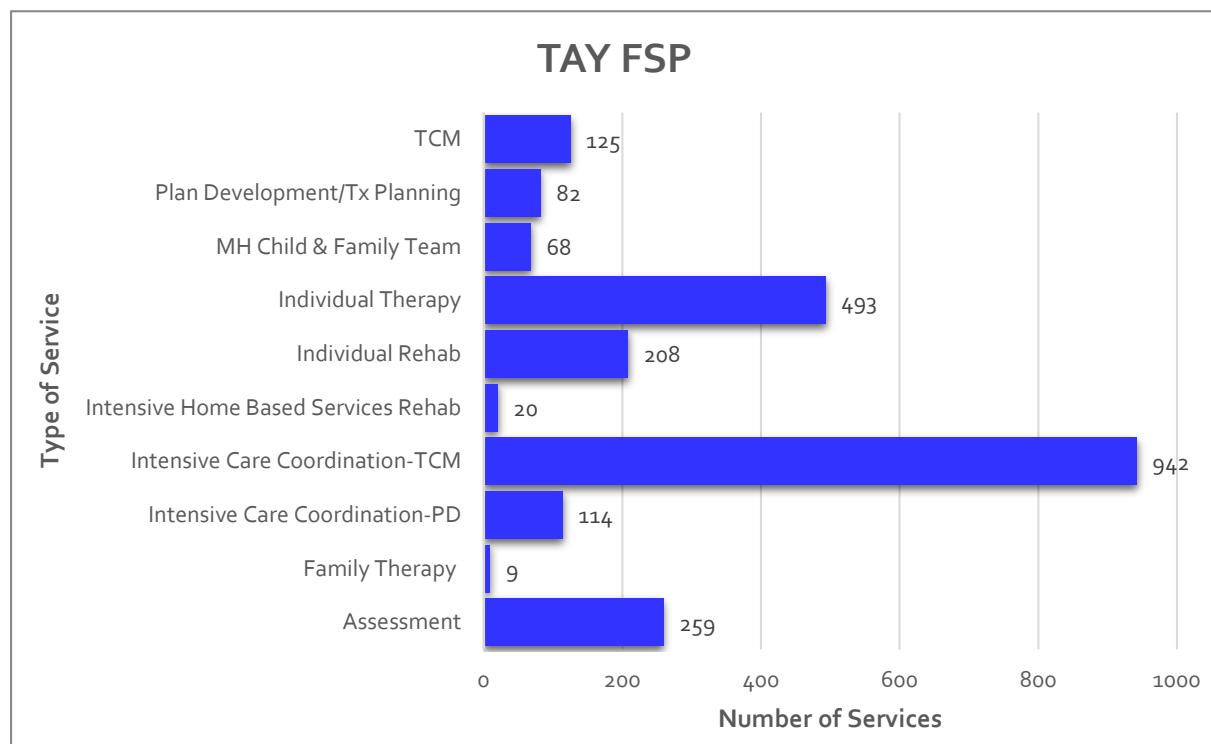
To reduce service disparities, the program has maintained a bilingual and bicultural workforce, including the addition of a part-time bilingual Mental Health Worker Aide (Parent Partner) to support Child and Family Team (CFT) meetings, provide parent psychoeducation, and assist families in navigating school-based services such as IEPs and 504 plans. Staff have strengthened their skills through Trusted Messenger and Interpreter Trainings, as well as specialized training in eating disorder assessment and treatment.

The TAY FSP program maintains strong partnerships with community agencies to ensure continuity of care and coordinated support. Close collaboration with Juvenile Probation and Juvenile Hall has resulted in smoother transitions for justice-involved youth, while ongoing partnership with Camille Creek Community School has fostered joint efforts to reduce recidivism and improve probation outcomes. To meet the needs of LGBTQ+ youth, staff have pursued additional training, expanded connections with affirming services, and provided families with psychoeducation to foster acceptance and support.

Given the high prevalence of co-occurring disorders, clinicians frequently coordinate with alcohol and drug service providers, inviting them into CFT or multidisciplinary team meetings when appropriate, and supporting referrals to residential treatment when stabilization is needed. The team also continues to address significant housing barriers, connecting families with local programs, and when resources are unavailable, using flex funds for rental assistance, treatment fees, or basic stabilization. In addition, TAY FSP staff support youth with employment connections and skills development to promote self-sufficiency.

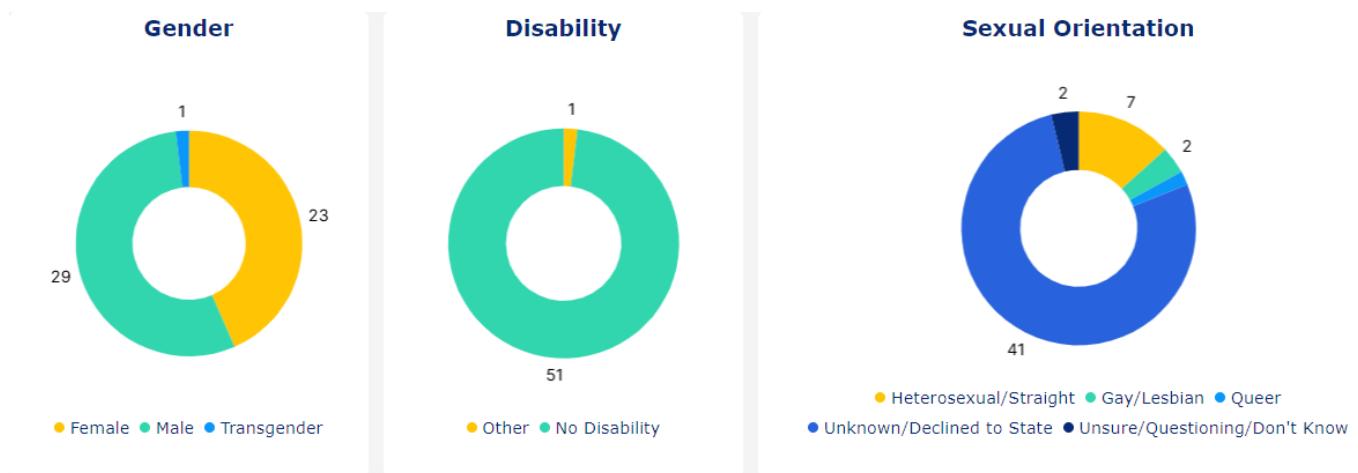
### **Client Demographics and Service Volumes**

For FY23-24, Napa County Behavioral Health provided services to a total of 53 participants enrolled in the TAY FSP program. The following graph and tables provide an overview of the number of services delivered, as well as the demographic characteristics of the transition age youth served.



## Demographics





### Estimated individuals served and cost per client:

#### TAY FSP

Age	FY 23-24 Individuals Served	FY 24-25 Projected Individuals Served	FY 25-26 Projected Individuals Served
0-15 Children/Youth	0	0	0
16-25 TAY	53	67	50
26-59 Adult	0	0	0
60+ Older Adult	0	0	0
Total	53	67	50
Funding	\$768,883	\$792,527	\$942,885
Cost per client	\$14,507.22	\$11,828.77	\$18,857.70

### Outcome Highlights

Over FY 23-24, the TAY FSP program helped youth achieve stability across multiple domains, including mental health, housing, education, and employment. Many clients successfully graduated from FSP-level services and transitioned to lower levels of care, or in some cases, concluded services altogether due to achieving sufficient stability. Having a fully staffed team increased service capacity, allowing the program to reach more individuals while incorporating a wide range of staff specialties. Strong rapport with youth, caregivers, and community partners

strengthened the program's reputation, with agencies regularly reaching out for referrals or consultation when youth are in crisis.

To address an increase in eating disorders, staff attended a two-day training course to strengthen assessment and treatment skills, and the team established partnerships with medical providers and dietitians to ensure comprehensive care and monitoring. To better serve the LGBTQ+ community, especially transgender youth, clinicians attended specialized trainings, built connections with affirming support services, and advocated for youth to access care that reduces risk factors. Clinicians and support staff also provided families with psychoeducation and guidance to increase acceptance and support, improving outcomes for both youth and their families.

### **Challenges and Adaptations**

Persistent challenges for the TAY-FSP program include limited affordable housing, the instability of youth and families even after housing is secured, and the complex needs of young people with co-occurring disorders. Rising costs of living, limited income, and employment instability often make it difficult for clients to maintain stable housing. In response, the team actively seeks out new housing resources and collaborates with residential treatment program staff to support youth as they transition between levels of care. Support staff play a key role in linking families with community agencies that provide housing assistance, while flex funds are used strategically to cover rental support, offset residential treatment fees while SSI applications are pending, and address urgent financial hardships.

The program has also expanded its focus on strengthening long-term stability. Providers assist clients with connecting to employment resources and implementing interventions that build self-sufficiency skills. At the same time, the team continues to prioritize a bilingual and bicultural workforce and family engagement through the addition of a parent partner. Staff have enhanced their expertise through advanced training in trauma, eating disorders, and culturally responsive care, including supports tailored to LGBTQ+ youth. Strong partnerships with probation, schools, health providers, and substance use services further ensure that services are comprehensive and coordinated. Flex funds remain a critical tool for bridging service gaps, while the team's strong community presence and commitment to "whatever it takes" ensures youth and families receive individualized, flexible care that addresses barriers and promotes long-term success.

## **Adult Full Service Partnership**

### **Program Description**

The Adult Full Service Partnership (AFSP) program provides intensive, recovery-oriented services for adults diagnosed with severe mental illness who are unhoused or at risk of losing their housing. Operating as a multidisciplinary team, AFSP collaborates closely with County-contracted community-based organizations (CBOs) to ensure comprehensive and coordinated care. Services include intensive case management, individual rehabilitation, therapy, and housing support

tailored to each consumer's unique needs. The team is composed of bilingual English and Spanish speaking staff, both male and female, to meet consumer preferences and reduce cultural and language barriers. The program's approach is rooted in whole-person wellness, addressing mental health, housing stability, and the social factors that impact recovery.

### **Target Population**

The AFSP program serves adults ages 18 and older who have been diagnosed with severe mental illness and are either unhoused or at risk of homelessness. Many consumers face additional challenges such as substance use, justice involvement, or limited natural support. The program also prioritizes outreach to unserved and underserved populations, with a focus on Spanish speaking and racially and ethnically diverse individuals who often experience disproportionate barriers to accessing mental health and housing services.

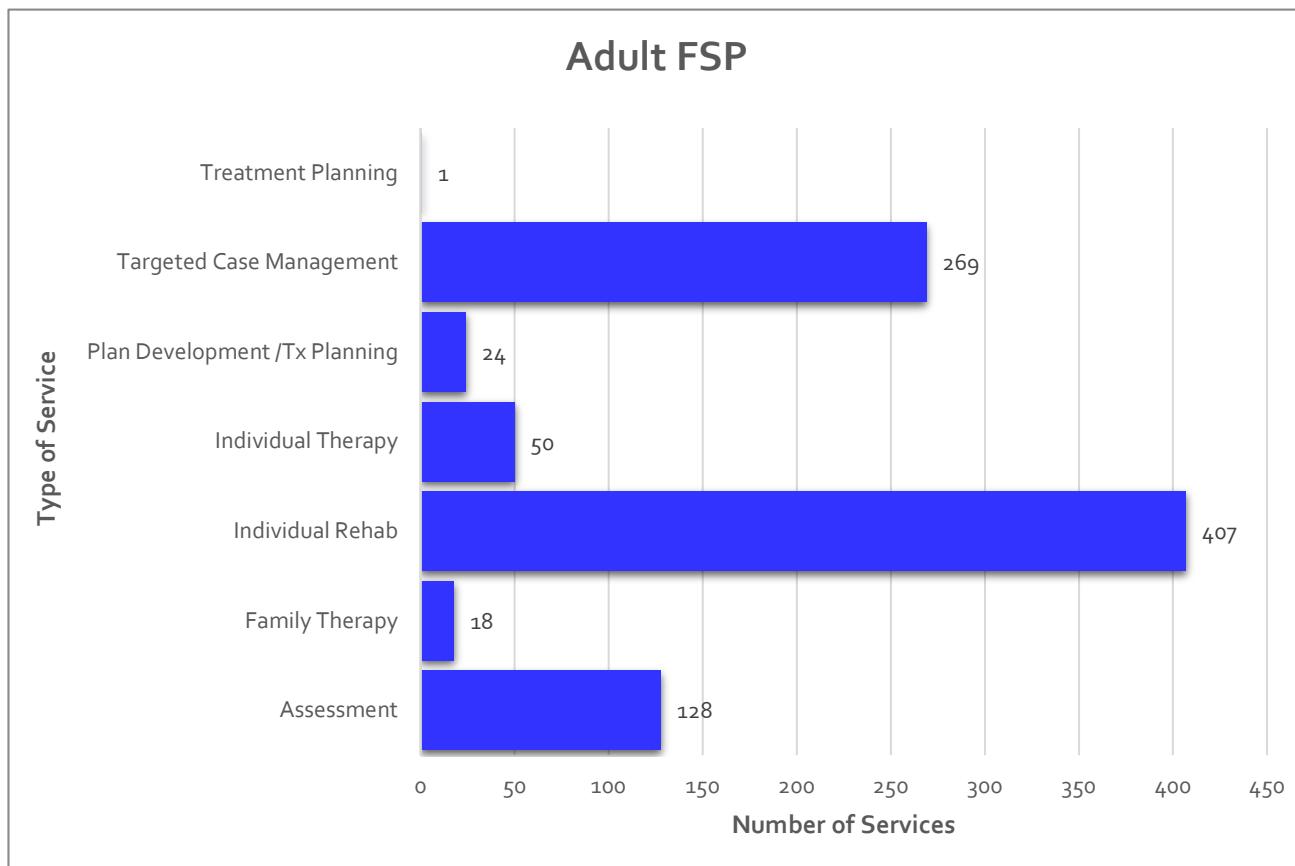
### **Key Activities and Services**

Throughout FY 23–24, AFSP staff provided individualized services that included ongoing case management, rehabilitation, therapy, and linkage to community-based resources. The team worked collaboratively with Napa County Housing and Homeless Services and CBOs such as Abode, Progress Foundation, Mentis, and Fresh Start to expand access to stable housing opportunities for clients. AFSP also partnered with the Napa County Department of Corrections to support justice-involved consumers by conducting in-custody visits, developing individualized release plans to address re-entry needs, and coordinating transitions to community-based services. Linkages to programs such as Progress Place, a crisis residential facility, provided critical stabilization and mental health support that helped reduce recidivism and promote long-term recovery.

In addition, the AFSP program engaged in significant community outreach, participating in countywide events such as the Mental Health Resource Fair, Mixteco Resource Fair, Pride in the Park, Earth Day, and Kids Day. AFSP also introduced a weekly “Diversity Corner” during staff meetings, where staff shared topics related to Race, Equity, Inclusion, Diversity, and Belonging (REIDB) to build cultural humility and improve service delivery.

### **Client Demographics and Service Volumes**

For FY23-24, Napa County Behavioral Health provided services to a total of 50 participants enrolled in the Adult FSP program. The following graph and tables provide an overview of the number of services delivered, as well as the demographic characteristics of the adults served.



## Demographics

### Total Clients Served:

50

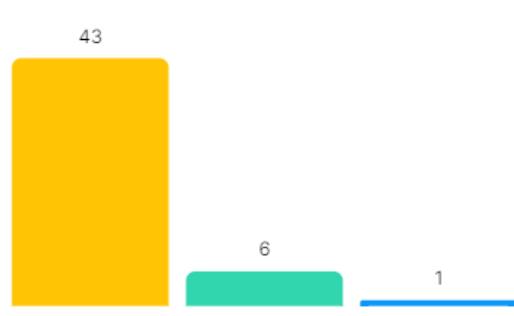
Age Total

#### Age

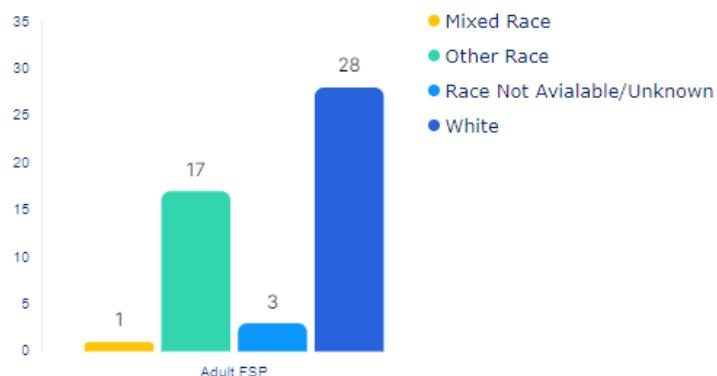


● Adult (26-59)

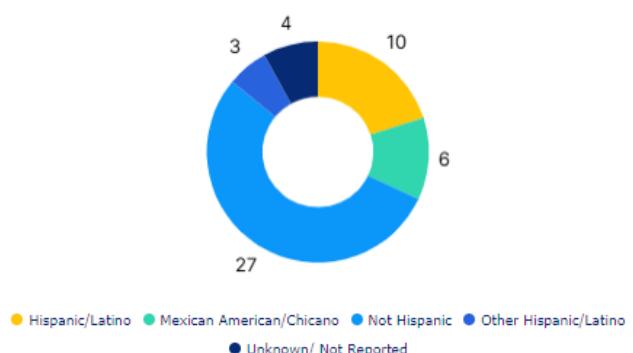
#### Language



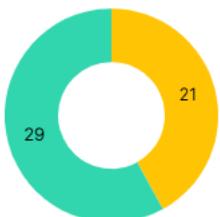
#### Race



#### Ethnicity

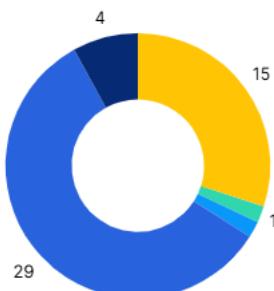


#### Gender



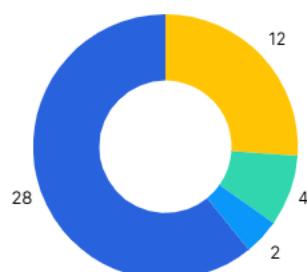
● Female ● Male

#### Sexual Orientation



● Heterosexual/Straight ● Gay/Lesbian ● Bi-Sexual  
● Unknown/Declined to State ● Unsure/Questioning/Don't Know

#### Disability



● Mental (excluding: Mental Illness) ● Physical/Mobility ● Other  
● No Disability

**Estimated individuals served and cost per client:****Adult FSP**

Age	FY 23-24 Individuals Served	FY 24-25 Projected Individuals Served	FY 25-26 Projected Individuals Served
0-15 Children/Youth	0	0	0
16-25 TAY	0	0	0
26-59 Adult	50	57	60
60+ Older Adult	0	0	0
Total	50	57	60
Funding	\$1,354,086	\$1,014,794	\$1,797,230
Cost per client	\$27,081.72	\$17,803.40	\$29,953.83

**Outcome Highlights**

The AFSP program achieved several important outcomes during the FY 23-24. Outreach and engagement efforts were sustained and expanded across a wide range of community events, reaching both English and Spanish speaking community members. Collaborations with housing providers were strengthened, which improved client access to supportive housing options. For justice-involved consumers, coordinated planning and connections to stabilization services helped reduce recidivism and improved re-entry success. The program also enhanced its capacity to serve culturally and linguistically diverse populations through the addition of bilingual staff and ongoing REIDB learning.

AFSP remains a strength-based program that focuses on the individual's goals for recovery and overall quality of life. Services are centered on each person's unique needs, and staff work intentionally to engage individuals in their own care, meeting them "where they are." The team strives to foster hope and build on each consumer's resilience, ensuring that the program is not only clinically effective but also empowering and person-centered. These efforts collectively contribute to improved mental health, housing stability, and whole-person wellbeing for some of the most vulnerable adults in Napa County.

**Challenges and Adaptations**

Despite its successes, the AFSP program continues to face significant challenges. A persistent shortage of housing resources has limited options for many consumers, requiring the team to work creatively with available programs and advocate for expanded housing supports.

Coordination for justice-involved consumers remains complex, with timely planning and cross-agency collaboration needed to prevent re-entry into custody.

Sustaining outreach efforts also requires continued investment of staff time and resources to remain visible and accessible in diverse community spaces. In response to these challenges,

AFSP has adapted by strengthening its partnerships with housing providers and residential treatment programs, enhancing cultural responsiveness through staff training and REIDB discussions, and leveraging collaborative relationships with CBOs and County programs to bridge service gaps. These adaptations have allowed the program to remain flexible and responsive while continuing to support adults with severe mental illness in achieving stability and recovery.

## **Adult Treatment Team Full Service Partnership**

### **Program Description**

The Adult Treatment Team Full-Service Partnership (ATT FSP) provides intensive, individualized services to adults with severe mental illness who are transitioning through the continuum of care, including psychiatric hospitals, locked facilities, and enhanced board and care homes. During FY 23–24, ATT served 27 consumers, reflecting a slight increase over FY 22–23. This increase is linked to the growing number of individuals being psychiatrically hospitalized, navigating the LPS process, and those with justice involvement. The program has also seen increased referrals from individuals stepping down from locked facilities into enhanced board and care homes. Given the critical need for ongoing support, ATT FSP plays an essential role in helping individuals avoid returning to locked facilities or psychiatric hospitals by providing the necessary interventions to promote stability, recovery, and successful reintegration into the community.

### **Target Population**

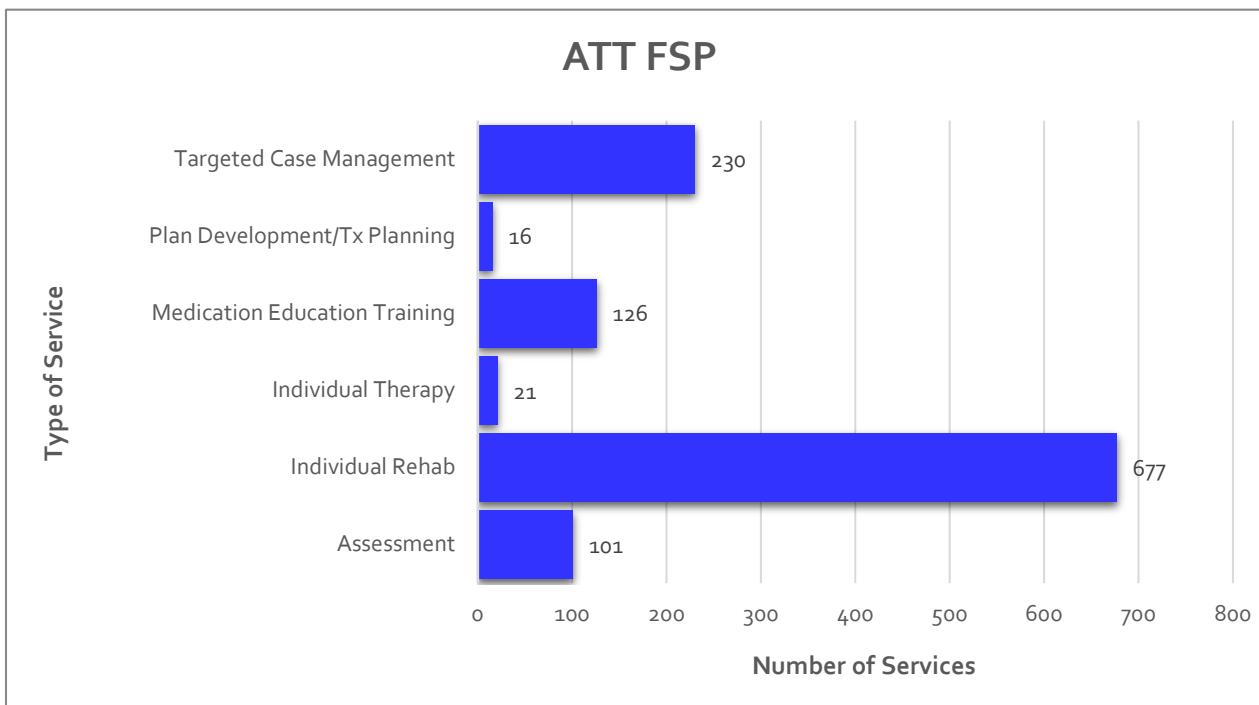
The ATT FSP serves Medi-Cal recipients who are currently or have recently been psychiatrically hospitalized or incarcerated and are at risk of re-entering higher levels of care without adequate support. Many participants are justice-involved, including individuals on probation, who require intensive case management and wraparound services. The program prioritizes individuals stepping down from locked facilities into enhanced board and care homes and other transitional settings, ensuring that they have the resources and support needed to sustain recovery and reduce the risk of relapses, homelessness, or re-incarceration.

### **Key Activities and Services**

The ATT FSP program focuses on bridging system gaps by providing services during and after psychiatric hospitalization or incarceration. Staff connect with individuals while in the hospital to develop care coordination plans that support successful discharge and ongoing service engagement. Upon re-entry into the community, consumers are offered case management services from ATT clinicians, who assist with linkages to behavioral health care, housing supports, and community resources that reinforce stability and independence. Flex funds are also used to help individuals meet essential needs, setting them up for success during critical transition periods. Increasingly, the program has supported individuals with forensic involvement, tailoring services to address their unique needs and reduce the likelihood of recidivism.

## Client Demographics and Service Volumes

For FY 23-24, a total of 34 participants were enrolled in the Adult Treatment Team FSP program. The following graph and tables provide an overview of the number of services delivered, as well as the demographic characteristics of the adults served.



## Demographics

**Total Clients Served:**

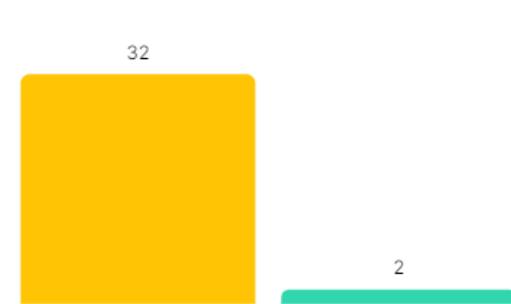
**34**

### Age

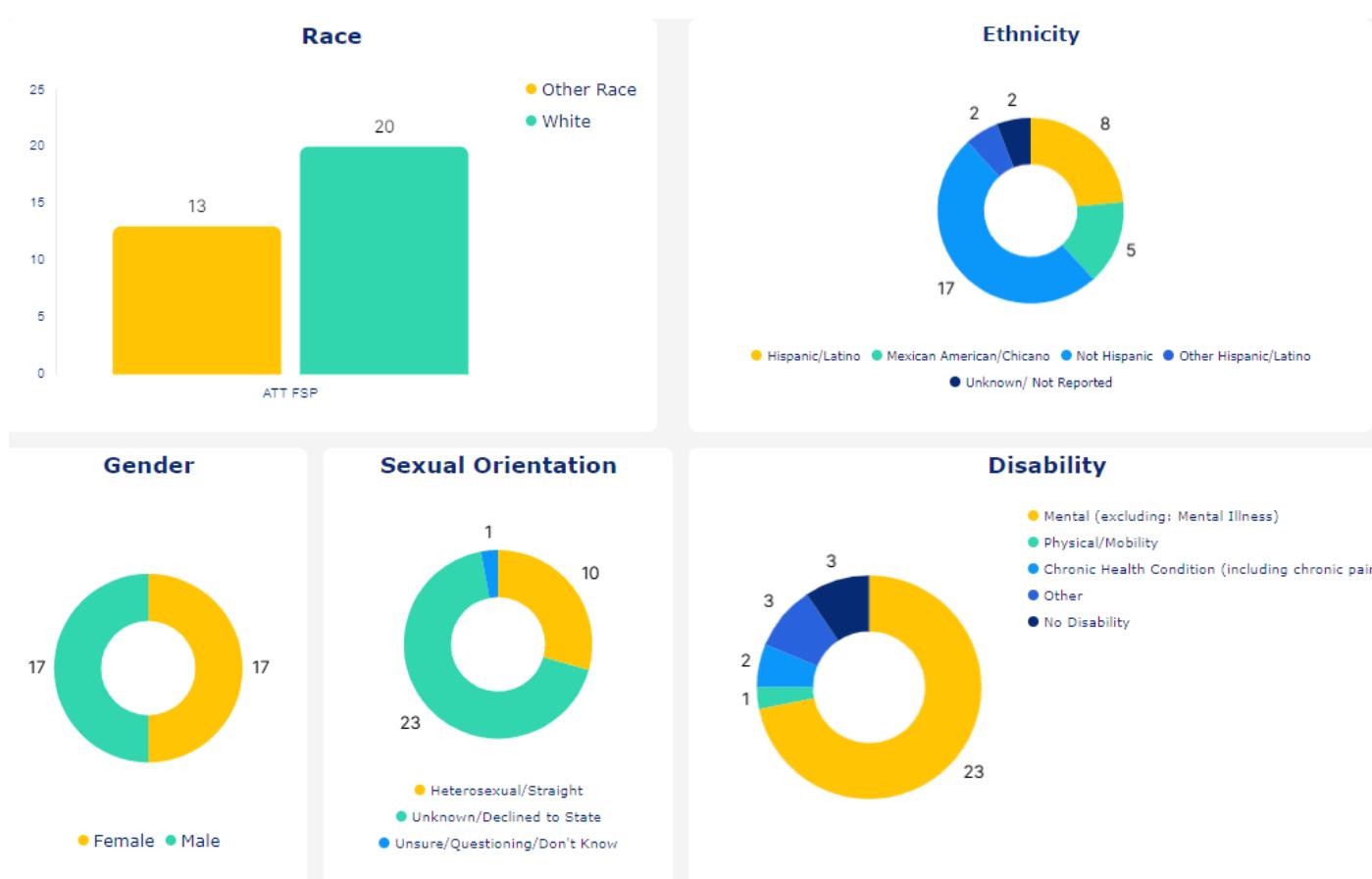


● Adult (26-59) ● Older Adult (60+)

### Language



● English ● Spanish



### Estimated individuals served and cost per client:

#### ATT FSP

Age	FY 23-24 Individuals Served	FY 24-25 Projected Individuals Served	FY 25-26 Projected Individuals Served
0-15 Children/Youth	0	0	0
16-25 TAY	0	0	0
26-59 Adult	30	35	25
60+ Older Adult	4	0	0
Total	34	35	25
Funding	\$931,474	\$619,205	\$752,772
Cost per client	\$27,396.29	\$17,691.57	\$30,110.88

## **Outcome Highlights**

The ATT FSP continues to demonstrate its role as a vital program for reducing hospitalizations, recidivism, and system cycling among adults with severe mental illness. By connecting with individuals during hospitalization and providing seamless support upon discharge, the program increases service engagement and helps participants stabilize in the community. Case managers engage participants in recovery-oriented care, focusing on long-term goals such as housing stability, sobriety, education, and employment readiness. Flex funding has been critical in supporting participants' basic needs and empowering them to achieve milestones that foster independence and confidence.

A notable success during FY 23–24 involved supporting a consumer transitioning from an Adult Residential Rehabilitation Facility program to Bella House, a one-year transitional housing program operated by Progress Foundation. With the support of ATT FSP, she obtained basic necessities that improved her confidence and self-image. She has since been accepted into Fresh Start, where she continues to develop her independent living skills and pursue long-term goals of returning to college and regaining employment skills. This individual has maintained sobriety, is set to graduate from Alcohol and Drug Services, secured Supplemental Security Income (SSI), and continues to actively engage with her case manager while working toward independent living.

## **Challenges and Adaptations**

The ATT FSP program continues to face challenges related to the increasing number of individuals cycling through psychiatric hospitals, the LPS process, and justice involvement. Many participants require intensive case management and higher levels of support than in previous years, particularly those with forensic involvement or complex discharge needs. Additionally, limited housing options remain a barrier to long-term stability for many participants.

In response, ATT FSP has adapted by strengthening partnerships with hospitals, correctional facilities, and transitional housing providers to ensure smooth transitions into the community. The program also leverages flex funds strategically to reduce barriers and support participants in building stability. Through these adaptations, ATT FSP continues to provide critical interventions that reduce recidivism to higher levels of care, promote recovery, and support participants in achieving their personal goals.

## **Older Adult Treatment Team Full Service Partnership**

### **Program Description**

The Older Adult Full Service Partnership (OA FSP) provides intensive, individualized services to underserved, at-risk adults aged 60 and older. In FY 23–24, the program served 38 clients, beginning with assessments that identified each individual's specific needs, challenges, and

personal goals for recovery. Many participants are medically fragile and at risk of placement in Skilled Nursing Facilities (SNFs), while others experience co-occurring medical or substance use disorders, personality disorders, or bio-psycho-social challenges that require tailored interventions. A significant number of older adults served are unhoused or at serious risk of homelessness, further heightening their vulnerability. The OA FSP program is designed to meet these complex needs by addressing mental health while also supporting emotional, social, housing, and nutritional stability.

### Target Population

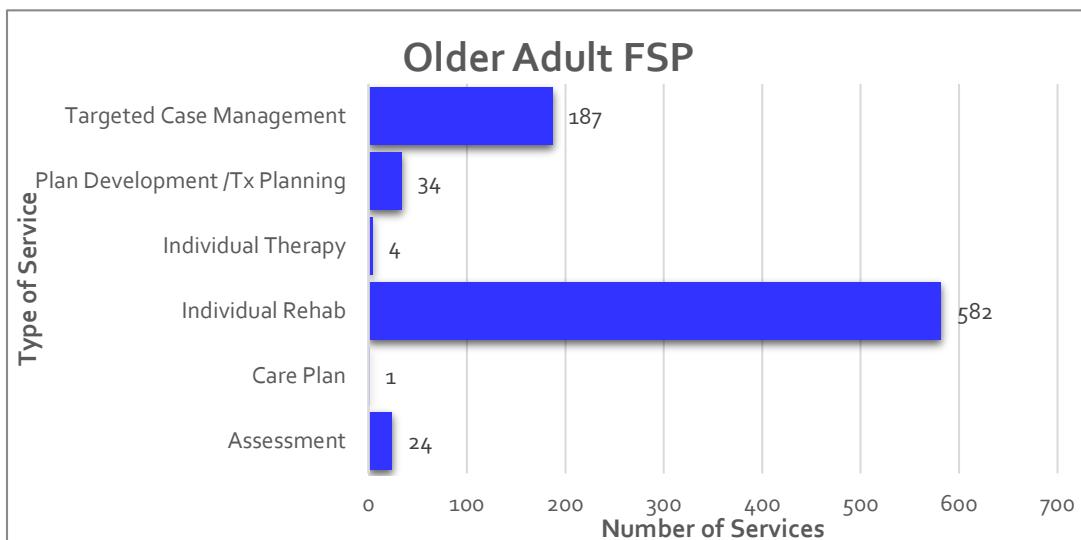
The OA FSP serves adults aged 60 and older who are living with severe mental illness and often co-occurring health or substance use conditions. Many are medically fragile, socially isolated, or facing challenges that place them at risk of Skilled Nursing Facility placement, homelessness, or loss of independence. The program prioritizes underserved older adults who might otherwise go without adequate mental health services, particularly those navigating multiple barriers related to health, housing, and access to culturally responsive care.

### Key Activities and Services

The OA FSP provides a wide range of supports to meet the unique needs of older adults. Services include counseling to address both physical and emotional challenges, development of individualized goals, and referrals or linkages to psychiatric medication management, medical care, housing resources, food assistance, and opportunities for social connection. Staff also help arrange transportation to appointments, coordinate with in-home support services, and conduct fall risk assessments to promote safety. In addition, the program assists clients in accessing financial and health benefits, ensuring they are better equipped to manage their daily lives and sustain stability.

### Client Demographics and Service Volumes

For FY23-24, a total of 44 participants were enrolled in the Older Adult Treatment Team FSP program. The following graph and tables provide an overview of the number of services delivered, as well as the demographic characteristics of the older adults served.



## Demographics

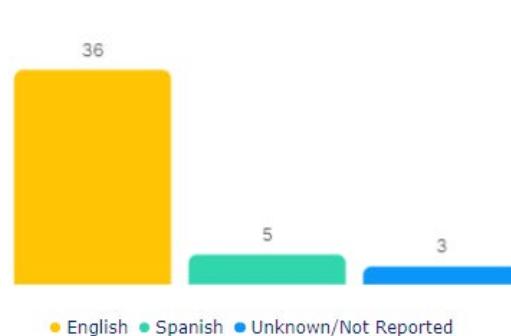
### Total Clients Served:

44

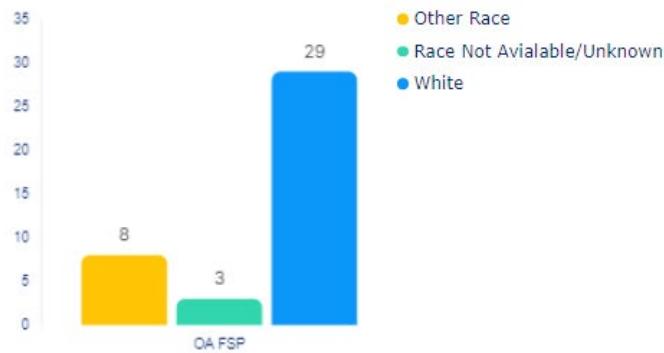
#### Age



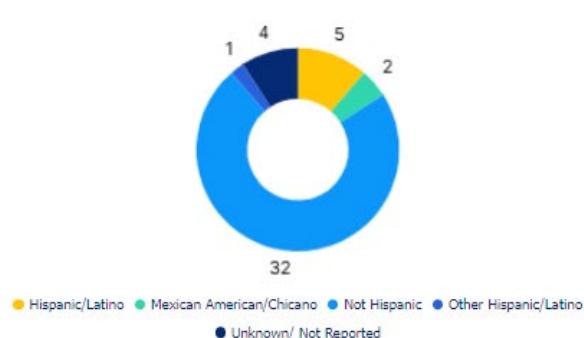
#### Language



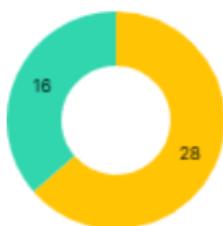
#### Race



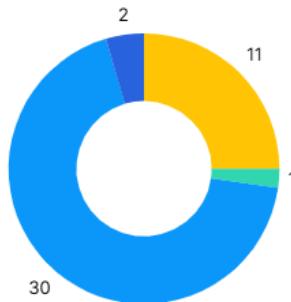
#### Ethnicity



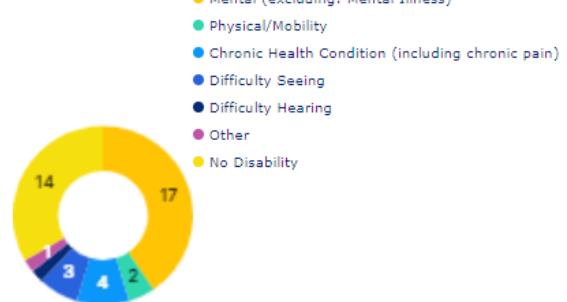
#### Gender



#### Sexual Orientation



#### Disability



**Estimated individuals served and cost per client:****Older Adult FSP**

Age	FY 23-24 Individuals Served	FY 24-25 Projected Individuals Served	FY 25-26 Projected Individuals Served
0-15 Children/Youth			
16-25 TAY			
26-59 Adult			
60+ Older Adult	44	43	50
Total	44	43	50
Funding	\$570,360	\$704,966	\$1,032,016
Cost per client	\$12,962.73	\$16,394.56	\$20,640.32

**Outcome Highlights**

The OA FSP program has demonstrated strong outcomes in promoting stability and recovery among older adults with complex needs. Through coordinated care and wraparound supports, participants who would otherwise face homelessness, untreated medical and mental health symptoms, or social isolation have been linked to HHSA Mental Health and Substance Use programs, medical oversight, and social services. Many participants have successfully stabilized their mental health, obtained housing in board and care facilities, or transitioned to independent living and private apartments. By focusing on individualized goals, supporting both mental health and social determinants of health, and providing culturally responsive care, OA FSP has helped older adults achieve greater independence, safety, and quality of life.

**Challenges and Adaptations**

Despite successes, the OA FSP program continues to face challenges in securing appropriate placements for older adults with complex needs, such as mobility limitations, substance use, continence issues, or behavioral challenges. Even when mental health symptoms are stabilized, some participants struggle to meet program requirements related to medication management, sobriety, or daily living skills, leading to placement failures. To address these barriers, OA FSP staff collaborate with multiple community agencies and participate in interdisciplinary teams to identify creative solutions and appropriate levels of care. Through these collaborative efforts, several participants were successfully placed in supportive housing and maintained stability with the right level of assistance. These adaptations highlight the program's flexibility and commitment to meeting older adults "where they are" to promote recovery and dignity.

## Community Services and Supports: Project Access Outreach and Engagement Programs

Project Access encompasses a series of Outreach and Engagement strategies within the CSS component, designed to increase access to mental health services and support individuals and families in need throughout Napa County. These programs focus on engaging unserved and underserved populations, strengthening connections to care, and reducing barriers that prevent individuals from accessing timely and appropriate behavioral health services.

Project Access includes the following key programs:

- **System Navigators Outreach and Engagement**
- **Innovations Community Center (ICC)**
- **ParentsCAN (PCAN)**
- **Co-Occurring**

Due to overlapping populations and shared service delivery among these programs, some duplication of services occurs, making demographic data less reliable for detailed analysis.

The Project Access strategies align with the guiding principles and goals of the Mental Health Services Act (MHSA) and Napa County Health and Human Services' commitment to equity, wellness, and recovery. These strategies emphasize:

- Expanding outreach and access to better reflect the prevalence and cultural diversity of Napa County's population.
- Increasing consumer- and peer-operated programs, including drop-in centers, warm lines, crisis response, case management, self-help, and family partnership initiatives.
- Reviewing and modifying service policies and practices to better support individuals in achieving recovery and personal goals.
- Providing coordinated, person-centered care for individuals with co-occurring mental health and substance use disorders through integrated screening, assessment, and individualized planning.
- Promoting collaboration with community partners to enhance service integration and develop creative, recovery-focused approaches that advance health, independence, and self-sufficiency.
- Reducing the negative impacts of untreated mental illness, such as homelessness, incarceration, hospitalization, suicide, and unemployment.

The following sections provide an overview of each Project Access Outreach and Engagement Program.

## **CSS Outreach and Engagement – Project Access Program:**

### **System Navigators Outreach and Engagement**

#### **Target Population:**

Individuals and families throughout Napa County who are unserved, underserved, or inappropriately served, particularly those facing barriers to accessing behavioral health services. The program places a strong emphasis on reaching Latino/a/x and other culturally diverse community members through bilingual and bicultural staff.

#### **Program Description and Goals:**

As a key component of Project Access, the System Navigators program provides direct outreach and engagement services designed to connect individuals and families to behavioral health and community resources. The program's primary goal is to improve access to care by reducing cultural, linguistic, and systemic barriers, while promoting early engagement, recovery, and wellness.

System Navigators serve as trusted guides, helping community members understand and access available services, navigate complex systems, and connect with supports that promote stability and self-sufficiency.

The program's goals align with the guiding principles of MHSA by:

- Expanding outreach and engagement to reflect the cultural and linguistic diversity of Napa County.
- Promoting early intervention and recovery through person-centered approaches.
- Increasing service access for individuals with co-occurring needs.
- Building community partnerships that strengthen the behavioral health system of care.

#### **Key Activities and Services:**

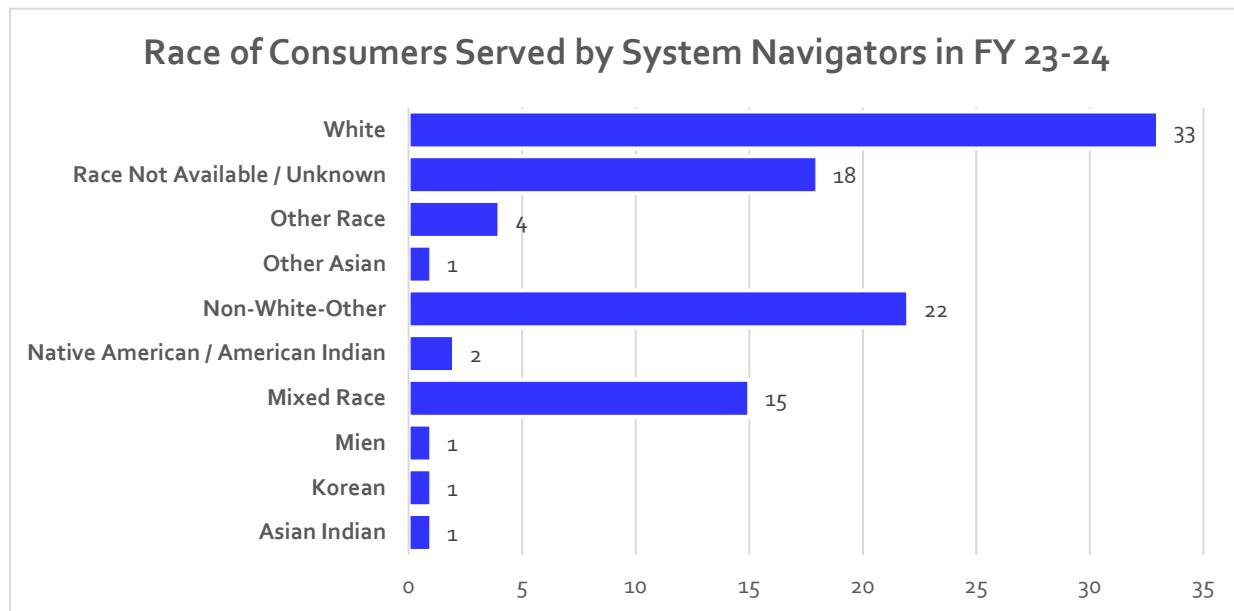
System Navigators provide a wide range of outreach and engagement activities throughout Napa County to ensure residents are aware of and connected to available behavioral health and community resources. Staff participate in community events, health fairs, and outreach activities to meet individuals where they are, providing information, resources, and warm handoffs to behavioral health services. The program offers culturally responsive navigation and referral support, ensuring individuals can access Medi-Cal, CalFresh, healthcare, housing, and other essential services.

In addition to outreach, System Navigators provide limited case management for individuals who need short-term assistance to overcome barriers and stabilize their circumstances. These case management services, typically lasting up to 60 days, are focused on linking individuals to the appropriate programs or agencies that can provide ongoing care. The program also assists with transportation, coordination of appointments, and follow-up support to ensure successful service connection.

System Navigators collaborate closely with community-based organizations, healthcare providers, and county programs to strengthen referral pathways and reduce service duplication. By maintaining strong partnerships and open communication with other service providers, the program enhances coordination of care and ensures that residents receive timely and comprehensive support.

### Client Demographics and Service Volumes

In FY 23-24, System Navigators provided 98 individuals with case management services. Of the 98 individuals, 40 identified as male, 50 as female, 5 transgender, and 3 identified as other. About 98% of individuals served identified their ethnicity as Latino/Hispanic/Mexican/Chicano.



In FY 23–24, System Navigators continued to strengthen outreach and engagement efforts across Napa County. Staff participated in community events, collaborated with local organizations, and provided individualized navigation support to residents seeking mental health and related services. Through culturally competent and bilingual outreach, the program successfully connected numerous individuals to Medi-Cal, CalFresh, housing, and behavioral health resources.

The short-term case management model—providing up to 60 days of targeted support—proved effective in helping individuals stabilize and transition into appropriate levels of care. The

program's community-based approach fostered trust, reduced stigma around seeking help, and supported earlier engagement in behavioral health services.

### **Challenges and Adaptations:**

System Navigators continued to face challenges related to the growing demand for services and limited availability of affordable housing and local treatment resources. Some individuals required longer-term support than the program could provide under its short-term model, highlighting ongoing needs for expanded case management capacity and interagency coordination.

In response, the program strengthened partnerships with community organizations and leveraged collaborative efforts to enhance referrals and follow-up support. Staff also continued to adapt outreach strategies to better reach rural and underserved areas, ensuring equitable access to services across the county.

### **System Navigator Community Outreach**

The table below list the various community outreach events attended by System Navigators in 2024. The number of individuals reached through these events are estimates. The Navigators also had one-time contact with **112 individuals** who did not respond to follow-up outreach and were not interested in case management.

System Navigator Outreach Events – 2024	Event Date	Attendees
Planned Parenthood Presentation	2/23/2024	15
Mixteco Resource Fair	3/17/2024	81
Community Health Fair	4/7/2024	151
On the Verge Presentation	4/11/2024	17
Earth Day Napa	4/20/2022	163
UpValley Family Centers Health Fair	5/29/2024	33
Mental Health Resource Fair	5/31/2024	44
Community Health Fair	6/5/2024	40
Health and Wellness Fair	6/12/2024	35
Meet Me in the Street	6/12/2024	167
Napa Creek Manor Annual Health Fair	6/14/2024	31
Meet Me in the Street	7/10/2024	64
Dia de la Familia	7/21/2024	211
National Night Out	8/6/2024	70
Meet Me in the Street	8/14/2024	194
Back to School Community Celebration (UpValley Family Centers)	8/30/2024	167
<b>Total estimated outreach contacts</b>		<b>1483</b>

## CSS Outreach and Engagement – Project Access Program:

### Innovations Community Center

#### Target Population

The Innovations Community Center (ICC), operated by On The Move, serves adults and older adults in Napa County who are living with or recovering from mental health challenges. The program primarily reaches low-income, underserved, and culturally diverse residents, including Spanish-speaking participants and individuals with limited access to traditional mental health services. ICC provides a welcoming, stigma-free space that promotes wellness, community connection, and recovery through art, creativity, and holistic healing.

#### Program Description and Goals

The Innovations Community Center (ICC) is a consumer-staffed, peer-led program dedicated to supporting individuals on their paths to recovery and emotional well-being. The Center provides a safe, caring, and inclusive environment that fosters creativity, social connection, and empowerment. By integrating art, wellness, spirituality, and community engagement, ICC helps participants rediscover their strengths and take active roles in their healing journeys.

The program model is built around five interwoven “wellness strands” that guide programming and support holistic growth:

- **Art Expression:** Creative outlets such as painting, music, dance, theater, and writing that foster emotional expression and healing.
- **Healthy Living:** Activities that promote mind-body wellness, including exercise, gardening, cooking, and nutrition education.
- **Spiritual Healing:** Mindfulness, meditation, yoga, Tai Chi, and support groups that nurture inner calm and self-awareness.
- **Social Connections:** Daily check-ins, community gatherings, field trips, and special events that build belonging and reduce isolation.
- **Community Engagement:** Leadership opportunities, volunteer roles, and peer mentoring that cultivate self-confidence and purpose.

#### Program Goals:

- Provide a safe and inclusive space for connection, recovery, and creativity.
- Empower participants through peer-led activities and leadership development.
- Reduce social isolation and stigma by fostering belonging and mutual support.
- Promote holistic wellness through physical, emotional, and spiritual practices.
- Strengthen recovery through peer connection and community participation.

## Key Activities and Services

During FY 23–24, ICC offered 1,749 recovery-oriented activities, including art workshops, peer groups, movement and mindfulness classes, and social gatherings.

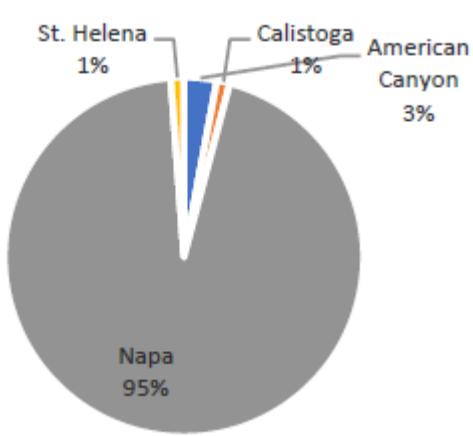
- **376 unduplicated participants** engaged in services, and an additional **256 community members** connected through outreach events, bringing the total to **632 individuals** served during the fiscal year.
- **89%** of participants engaged in two or more services, demonstrating strong retention and engagement.
- **43 individuals** participated in more than 100 services; these “core” members often view ICC as their wellness home.
- **93 participants (25%)** received individualized peer coaching to set recovery goals, strengthen coping skills, and connect to community resources.
- **78 participants (21%)** served as volunteers, peer mentors, or class facilitators, contributing to ICC’s peer-led structure and community-driven approach.

ICC offered 35 unique program elements across its wellness strands, with eight delivered entirely in Spanish. Nearly half (45%) of activities focused on building social connections, reflecting ICC’s emphasis on reducing isolation and strengthening community bonds.

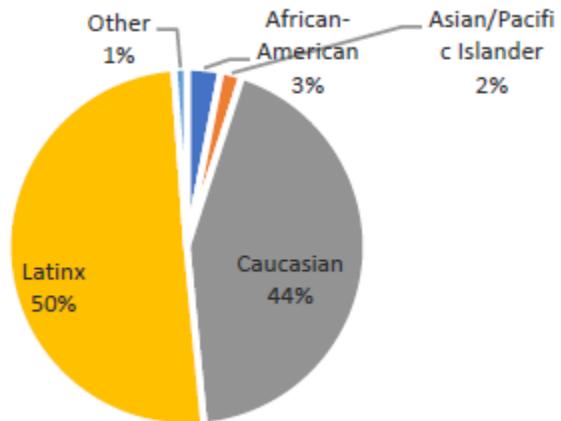
## Client Demographics and Service Volumes (FY 23–24)

ICC serves a broad cross-section of Napa County residents that reflects the community’s cultural and socioeconomic diversity.

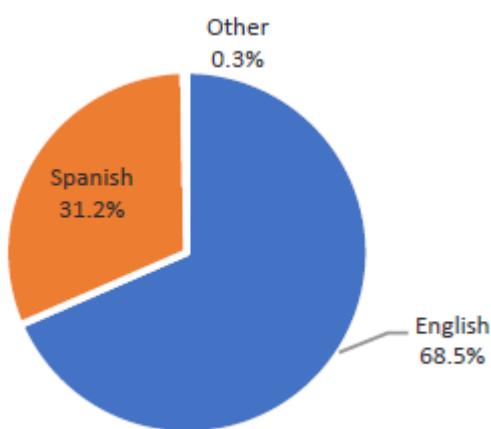
**Participants by Region**



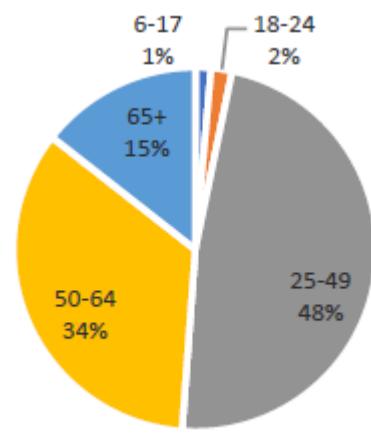
**Participants by Race**



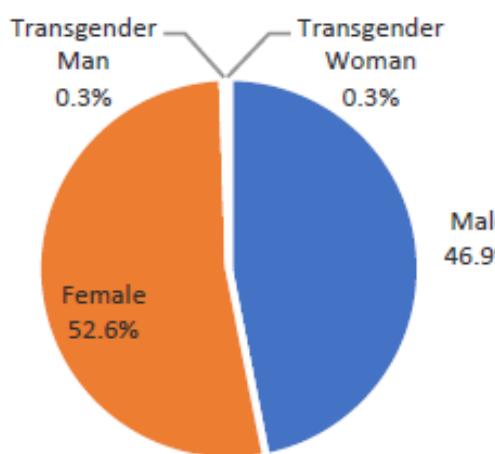
### Participants by Primary Language



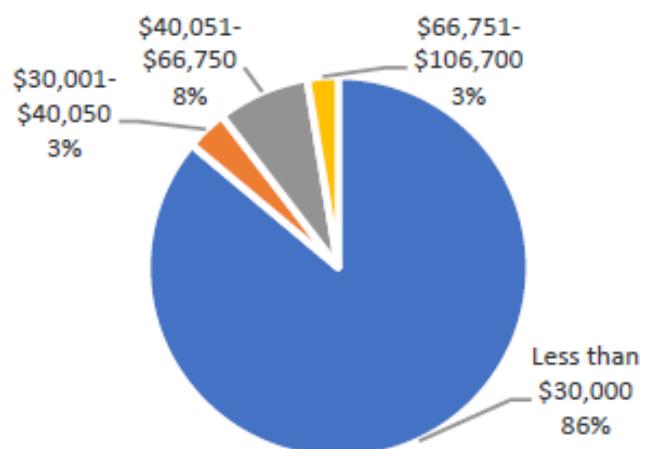
### Participants by Age



### Participants by Gender

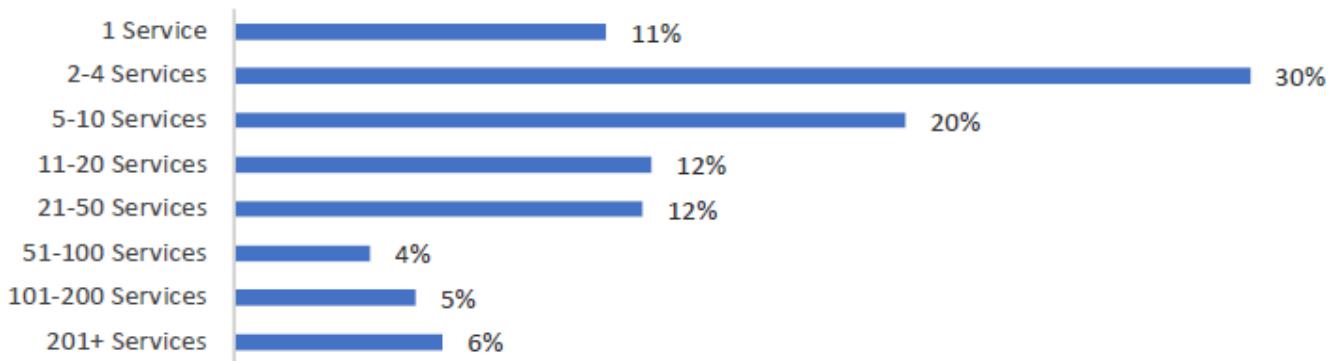


### Participants by Income Level



### Participants Engagement

The number of core participants (those attending 20 or more activities) continued to grow, reflecting increasing engagement and sustained participation.

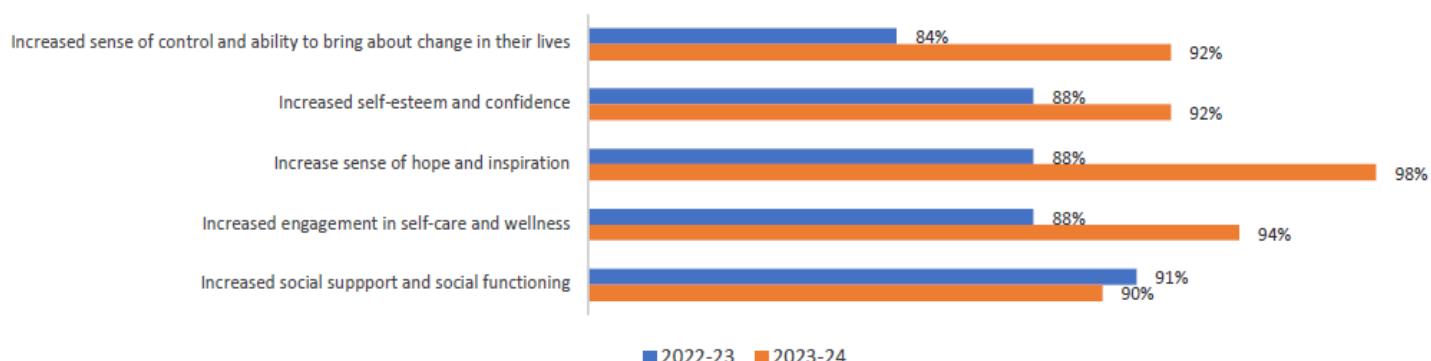


## Program Evaluation and Outcomes

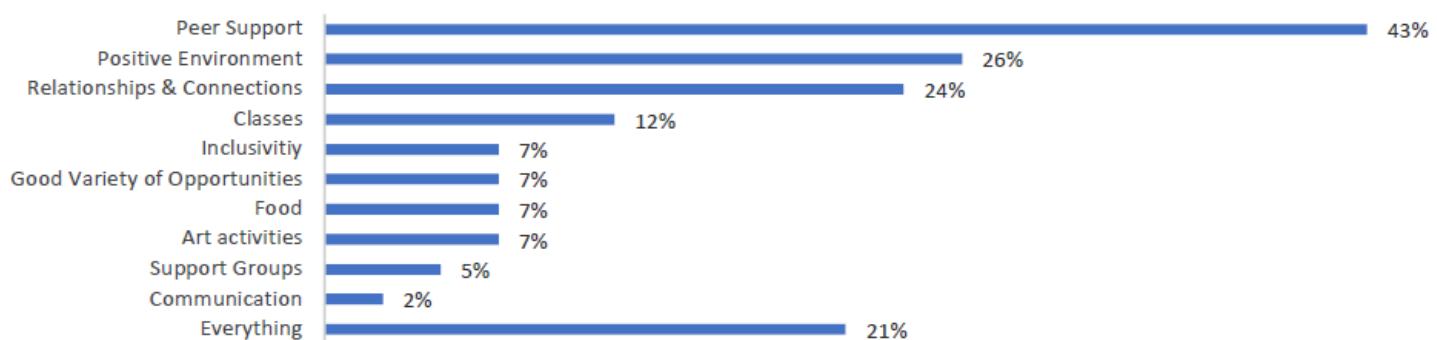
ICC's evaluation framework follows the SAMHSA Mental Health Recovery Model and tracks participant progress across five key areas: sense of control, self-esteem, hope, social support, and engagement in self-care. The evaluation combines attendance data, participant surveys, peer coaching records, and feedback loops to measure the program's impact and guide ongoing improvements.

Results from FY 23–24 demonstrated strong and consistent recovery outcomes among participants. All survey respondents (100%) reported progress in at least one recovery indicator, and 98% said that ICC made an extreme or large positive difference in their lives. The majority of participants (93%) identified something they learned through ICC that they planned to apply in their daily life, and 86% reported making positive behavioral or lifestyle changes as a result of participation. Participant satisfaction remained exceptionally high, with 96% feeling welcome and supported, 91% reporting that staff consistently treated them with respect, and 98% indicating that they would recommend ICC to a peer or friend.

### ICC Participants Progress Towards Recovery Indicators



Peer staff invested more than 400 hours in the Medi-Cal Peer Support Specialist Certification Program, strengthening their professional skills and ensuring fidelity to trauma-informed and recovery-oriented practices. Collectively, these results illustrate ICC's success in promoting emotional wellness, connection, and empowerment through a peer-driven and culturally responsive model of care. ICC Program Strengths - Participant Feedback



## **Challenges and Adaptations**

While ICC achieved strong growth and participant satisfaction, feedback identified two main improvement areas: expanded bilingual programming for Spanish-speaking participants and increased accessibility through evening, weekend, or hybrid programming.

In response, ICC hired an additional Spanish-speaking Peer Mentor to expand outreach and language access, added new peer-led mindfulness and movement classes, and developed an “Age & Wisdom” wellness group tailored to older adults. The Center also enhanced outdoor spaces for gatherings, introduced adaptive tools such as meditation cushions and yoga mats, and began exploring virtual programming for homebound and transportation-limited participants. Additionally, a Volunteer Leadership Group was formed to co-develop program activities and support community engagement efforts. These adaptations reflect ICC’s ongoing commitment to equity, accessibility, and participant-led service delivery.

## **CSS Outreach and Engagement – Project Access Program:**

### **ParentsCAN (PCAN) Latino/a/x Outreach**

#### **Program Description**

ParentsCAN (PCAN) provides culturally responsive one-on-one and group outreach to Latino/a/x families and individuals to identify needs and connect them to programs, supports, and community resources. Services include bilingual outreach at community events, school and agency presentations, and the distribution of resource materials and newsletters. The program helps families navigate developmental, behavioral health, and educational systems by offering trusted, accessible, and linguistically appropriate guidance. Through these activities, PCAN promotes early access to information, education, and community support for families who may otherwise face barriers to engagement.

During Fiscal Year 23–24, PCAN reached an estimated 8,000 to 10,000 individuals through in-person events, newsletters, and other outreach efforts. While demographic data are difficult to capture in large-scale outreach, PCAN continues to prioritize reaching underserved Latino/a/x communities throughout Napa County.

#### **Target Population**

The program primarily serves Latino/a/x parents, caregivers, and families of children and youth with developmental, behavioral, or mental-health needs. Many participants are unserved or underserved families who encounter barriers to accessing behavioral health or special education services. ParentsCAN focuses on providing culturally and linguistically responsive engagement opportunities that help families navigate complex systems, advocate for their children, and build stronger connections with schools and community-based providers.

## Key Activities & Services

Throughout FY 23–24, ParentsCAN implemented a wide range of outreach and engagement activities across Napa County. Staff participated in 31 community events, including back-to-school nights, community health fairs, and school-based presentations at locations such as McPherson Elementary, Cope, and Camille Creek. Staff also collaborated with agencies such as HHSA Child Welfare Services (CWS) and Behavioral Health to strengthen community linkages. Collectively, these events reached more than 10,000 duplicated participants during the fiscal year.

ParentsCAN continued its strong communication strategy through e-newsletters and social media outreach. Ten e-newsletters and one printed newsletter were distributed during the year, covering topics such as inclusive classrooms, Autism Acceptance Month, summer activities for children with special needs, new developmental playgroups, and the annual Parent Conference announcement. Circulation ranged from 1,096 to 2,739 recipients per issue, resulting in over 13,000 total impressions. Social media engagement remained steady, with 168 posts shared across Facebook and Instagram, reaching an average of 152 to 208 individuals per post and peaking at nearly 1,000 viewers for high-interest content.

The Parents of Children with Challenging Behaviors Support Group continued to provide a vital space for parents to connect and learn. Offered virtually in Spanish, the group explored topics including suicide prevention, bullying, social media awareness, stress management, and parenting strategies from the Positive Parenting Program (Triple P). Following a transition in facilitators in late summer 2023, the group resumed regular meetings in early 2024 and featured guest speakers such as ADHD/ADD specialist Hilda Gutiérrez. Over the course of the fiscal year, the group served 36 duplicated participants.

ParentsCAN also administered respite services to support caregivers managing high levels of stress. During FY 23–24, the program received 14 respite requests totaling \$2,800 and distributed \$2,000 in direct support to families. These funds provided essential relief for parents and caregivers balancing intensive family care demands with limited access to formal respite services.

## Outcome Highlights

In FY 23–24, ParentsCAN successfully expanded its outreach and strengthened its role as a trusted community resource for Latino/a/x families. The program connected with over 20,000 duplicated individuals through outreach, newsletters, and virtual activities, ensuring broad access to information and support. Its bilingual newsletters and social media campaigns significantly increased awareness of behavioral health services, special education supports, and parenting resources across the county. Families reported increased confidence in navigating service systems and greater awareness of available community programs.

Additionally, PCAN launched its YouthCAN project, designed to empower youth ages 18 to 25 with disabilities to strengthen self-advocacy skills and awareness of available supports. By combining outreach, education, and parent-led engagement, ParentsCAN continues to reduce

stigma, promote inclusion, and advance equitable access to early intervention and family-centered behavioral health supports in Napa County.

### **Challenges & Adaptations**

During the reporting period, ParentsCAN experienced several transitions that required program adaptation. A change in support group facilitation during summer 2023 temporarily paused group sessions until a new facilitator began in January 2024. In addition, PCAN underwent an office relocation in spring 2024, which briefly reduced outreach scheduling and required logistical adjustments to resume in-person services. Despite these challenges, PCAN maintained steady engagement through virtual platforms and community partnerships.

The ongoing need for culturally specific, bilingual parent education and system navigation remains significant, underscoring the importance of maintaining flexible, accessible outreach strategies. ParentsCAN's commitment to cultural humility, collaboration, and family-driven services continues to guide its efforts to reach and empower the Latino/a/x community in Napa County.

### **Co-Occurring Disorders**

Through a collaboration with the Behavioral Health Division's Substance Use Treatment Services, MHSA funds are used to provide support group services to individuals who have been diagnosed with a mental illness and a co-occurring substance abuse addiction. In FY 23-24, ADS staff served a total of 38 unduplicated individuals.

In addition, a realtor was engaged to identify potential sites for a new Behavioral Health Treatment Services facility designed to serve individuals with co-occurring mental health and substance use disorders. This effort supports Napa County's broader goal of expanding access to integrated treatment and recovery services for residents with dual diagnoses.

### **Community Services and Supports - System Development**

Napa County's Community Services and Supports (CSS) System Development efforts focus on building and strengthening the County's behavioral health infrastructure to ensure a coordinated, accessible, and recovery-oriented system of care. System Development initiatives enhance service delivery capacity, improve crisis response, and promote collaboration among County departments, community-based organizations, and partner agencies.

These initiatives align with the intent of the Mental Health Services Act (MHSA) to ensure a continuum of care that is equitable, data-driven, and responsive to community needs. System Development funding supports programs that enhance the behavioral health system's ability to serve residents effectively, improve access to crisis intervention, and expand culturally responsive, community-based care.

One key initiative under this category is the CSS System Development Program: Mobile Response Team (MRT).

## **CSS System Development Program: Mobile Response Team (MRT)**

### **Target Population:**

Children, youth, adults, and older adults in Napa County who are experiencing behavioral health crises. MRT serves all individuals regardless of insurance status, age, or location within the county. The program is designed to provide timely, professional intervention that prioritizes safety, stabilization, and linkage to appropriate levels of care.

### **Program Description and Goals:**

The Behavioral Health Mobile Response Team (MRT) provides same-day, in-person crisis intervention and support for individuals experiencing acute behavioral health crises. The program aims to prevent unnecessary hospitalization, reduce law enforcement involvement in behavioral health emergencies, and promote stabilization within the community whenever safely possible.

Launched on February 14, 2022, MRT initially operated Monday through Friday from 8:00 a.m. to 5:00 p.m. As part of the CalAIM Mobile Crisis Services Initiative, the program expanded on December 31, 2023, to provide 24-hour, seven-day-a-week coverage across Napa County.

The team consists of 4 licensed or registered mental health clinicians, 2 senior mental health workers, and a program supervisor, all trained in de-escalation, risk assessment, safety planning, and the initiation of involuntary psychiatric holds (5150) when appropriate. MRT also includes an Alcohol and Drug Services Counselor to ensure an integrated response for individuals whose crisis involves a substance use component.

The program's goals are to deliver rapid, trauma-informed crisis response; ensure equitable access to care; and connect individuals to follow-up behavioral health and community resources for continued support.

### **Key Activities and Services:**

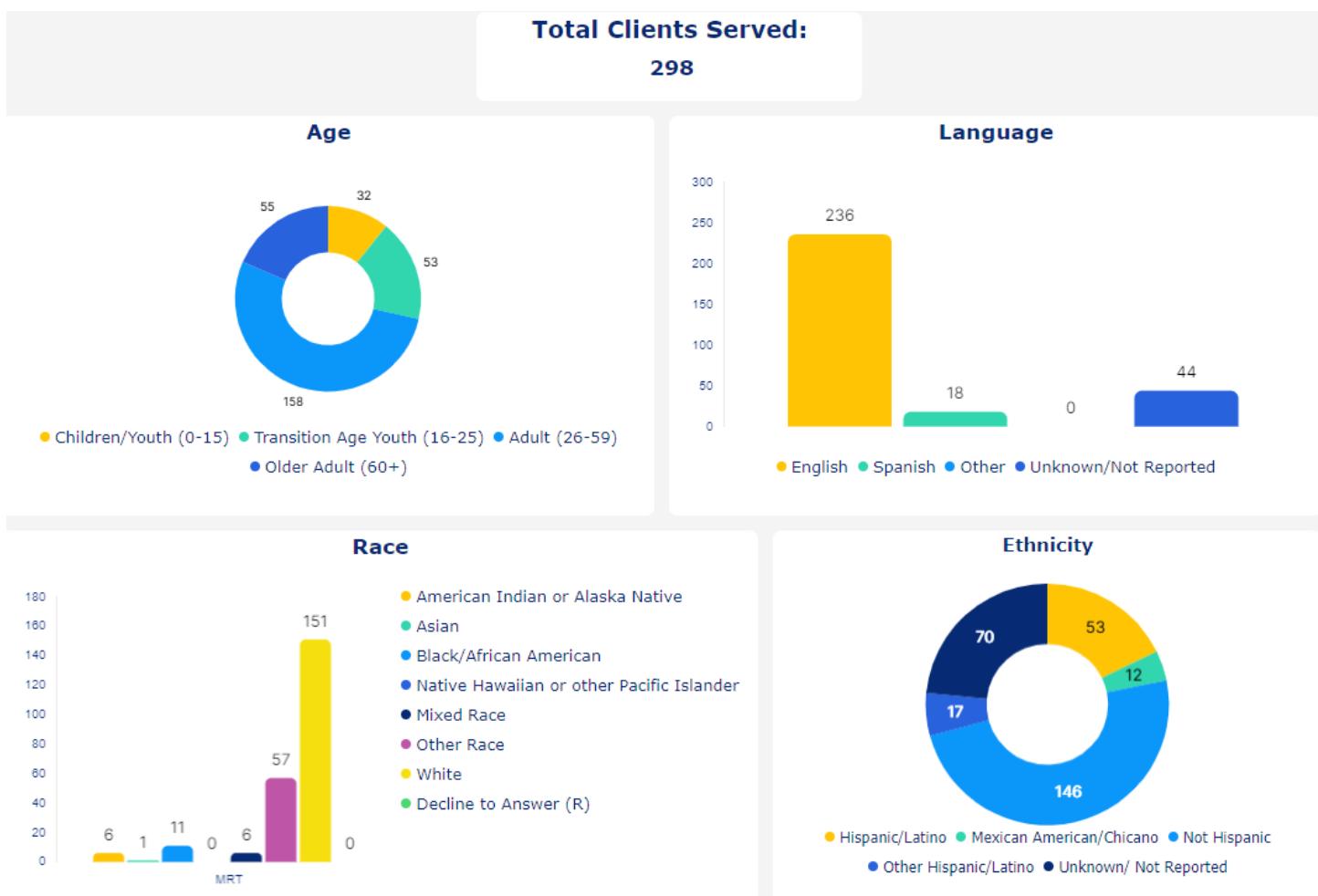
The Mobile Response Team responds to behavioral health crises that are reported through a dedicated community phone line. Calls are screened to assess safety, risk level, and appropriate response. Approximately 58% of calls are resolved through telephone support, which includes referrals, psychoeducation, and counseling. For the remaining calls, when an in-person response is deemed necessary, MRT deploys directly to the individual's location to provide immediate crisis assessment and intervention.

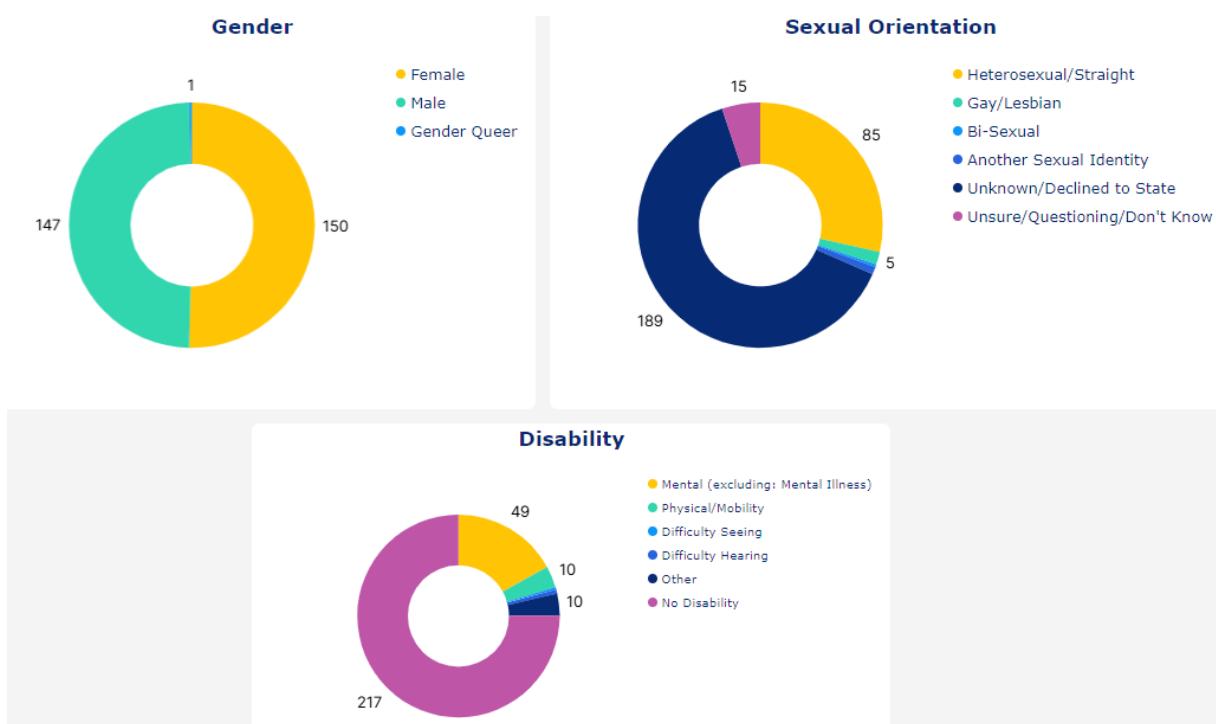
In-person responses are conducted by trained behavioral health professionals who prioritize de-escalation and stabilization within the community setting. MRT clinicians collaborate with individuals and their support networks to create safety plans and link them to ongoing behavioral health services. When additional stabilization or supervision is required, MRT staff may initiate a

5150 involuntary hold and facilitate transport to the Crisis Stabilization Services Center for further evaluation.

Following each in-person intervention, the team conducts follow-up contacts within 72 hours to ensure that individuals are successfully connected to ongoing treatment and community supports. MRT also collaborates closely with law enforcement, emergency medical services, and community partners to promote coordinated responses and minimize reliance on emergency departments.

## Client Demographics





### Estimated individuals served and cost per client:

#### MRT

Age Group	FY 23-24 Individuals Served	FY 24-25 Projected Individuals Served	FY 25-26 Projected Individuals Served
0-15 Children/Youth	32	60	80
16-25 TAY	53	100	135
26-59 Adult	158	216	290
60+ Older Adult	55	74	100
Total	298	450	605
Funding	\$1,001,876	\$1,574,854	\$2,365,018
Cost per client	\$3,362	\$3,499.68	\$3,909.12

### Outcome Highlights:

In FY 23–24, the Mobile Response Team received 616 calls to the mobile response line. Of these, 258 calls (42%) required an in-person response, while the remaining 358 calls (58%) were effectively managed through phone-based support, referral, and crisis counseling.

Among the in-person responses, the following outcomes were recorded:

- **De-escalated on-site/stabilized in the community:** 167

- **5150/5585 holds initiated:** 43
- **Transported to Crisis Services:** 15
- **Law enforcement intervention:** 3
- **Other dispositions:** 9
- **Unresolved cases:** 21

The data indicate that most crises were resolved safely in the community without the need for hospitalization or law enforcement involvement, reflecting MRT's success in achieving its goal of community-based stabilization.

MRT responded to crises across a wide range of settings, demonstrating flexibility and accessibility:

- **Home:** 68
- **Community partner offices:** 32
- **Schools:** 40
- **Shelters:** 17
- **Health and Human Services Agency (HHSA):** 32
- **Street outreach/intervention:** 24
- **Other locations:** 45

These outcomes reflect the program's broad reach and commitment to meeting individuals where they are. MRT's integrated approach—combining mental health and substance use expertise—ensured comprehensive, person-centered interventions that addressed both immediate safety and long-term wellness. The expansion to **24/7 operations** significantly increased accessibility, allowing residents to receive crisis intervention services at any time of day or night.

#### **Challenges and Adaptations:**

During FY 23–24, MRT navigated challenges related to staffing capacity, increased call volume, and the complexities of coordinating responses across diverse geographic areas of the county. Expanding to 24/7 operations required recruitment, training, and logistical adjustments to ensure consistent coverage and team safety during overnight hours.

To address these challenges, MRT enhanced collaboration with community partners, including law enforcement, emergency medical services, and local hospitals, to strengthen referral pathways and response coordination. Staff also participated in advanced training focused on trauma-informed de-escalation and field safety. Continued investment in workforce development and interagency partnerships remains a key focus for sustaining program effectiveness and responsiveness to community needs.

## Project Access Outreach and Engagement Programs estimated cost per duplicated individual:

<b>Total Duplicated Individuals Served by Project Access in FY 23-24</b>	11,066
<b>Project Access Funding</b>	\$524,361
<b>Cost Per Duplicated Individual</b>	\$47.38
<b>Estimated Number of Individuals Served by Project Access Programs in FY 24-25</b>	20,000
<b>Projected Duplicated Number of Individuals Served to be served by Project Access Programs in FY 25-26</b>	20,000

## Community Services and Supports (CSS) Housing

### Hartle Court Permanent Supportive Housing

#### Overview

Hartle Court, operated by Progress Foundation, provides 18 MHSA-funded permanent supportive housing units for adults with serious mental illness who are homeless or at risk of homelessness, alongside 6 non-MHSA units. All 18 MHSA units are restricted at 50 percent of Area Median Income (AMI) under a regulatory agreement with the California Housing Finance Agency (CalHFA) and were fully occupied as of June 30, 2025.

#### Resident Profile (FY 24–25)

The 20 residents included 16 adults ages 18–64 and 4 older adults ages 65 and above. Sixteen residents identified as living with a mental disability and three with both mental and physical disabilities. Demographically, 16 residents identified as White, 2 as American Indian/Alaska Native, 1 as Hispanic/Latino, and 1 as Native Hawaiian/Pacific Islander. Household incomes ranged primarily from \$10,001 to \$15,000 annually, with typical rents between \$251 and \$300 per month. Every resident was homeless at initial rent-up, and as of this reporting period no grievances or complaints were filed.

#### Supportive Services

Residents continue to have access to on- and off-site supportive services provided by Progress Foundation and Napa County HHSA Behavioral Health, including service coordination, case management and crisis intervention, substance use services, medication education, life-skills training, benefits navigation, employment and peer support, tenant councils, AA/NA groups, linkages to primary care, and domestic-violence resources.

### **Capital and Sustainability Update (FY 25–26)**

To ensure the long-term sustainability of Hartle Court, Napa County HHSA Behavioral Health allocated \$1,264,000 to augment the project's Capitalized Operating Subsidy Reserve (COSR) managed by CalHFA. While this allocation was approved and set aside in FY 23–24, as of the drafting of this report the County is still awaiting CalHFA's execution of the COSR contract. The Division continues active coordination with CalHFA and Progress Foundation and anticipates execution before the end of calendar year 2025. Once finalized, the COSR funds will stabilize long-term operating costs and preserve affordability for residents.

### **Looking Ahead**

In FY 25–26, Napa County HHSA Behavioral Health will continue to partner with CalHFA, Progress Foundation, and the County Housing Division to ensure ongoing compliance with MHSA housing requirements and to identify new permanent supportive housing opportunities for behavioral health clients through BHSA and state capital initiatives.

## Prevention and Early Intervention (PEI)

### Component Overview

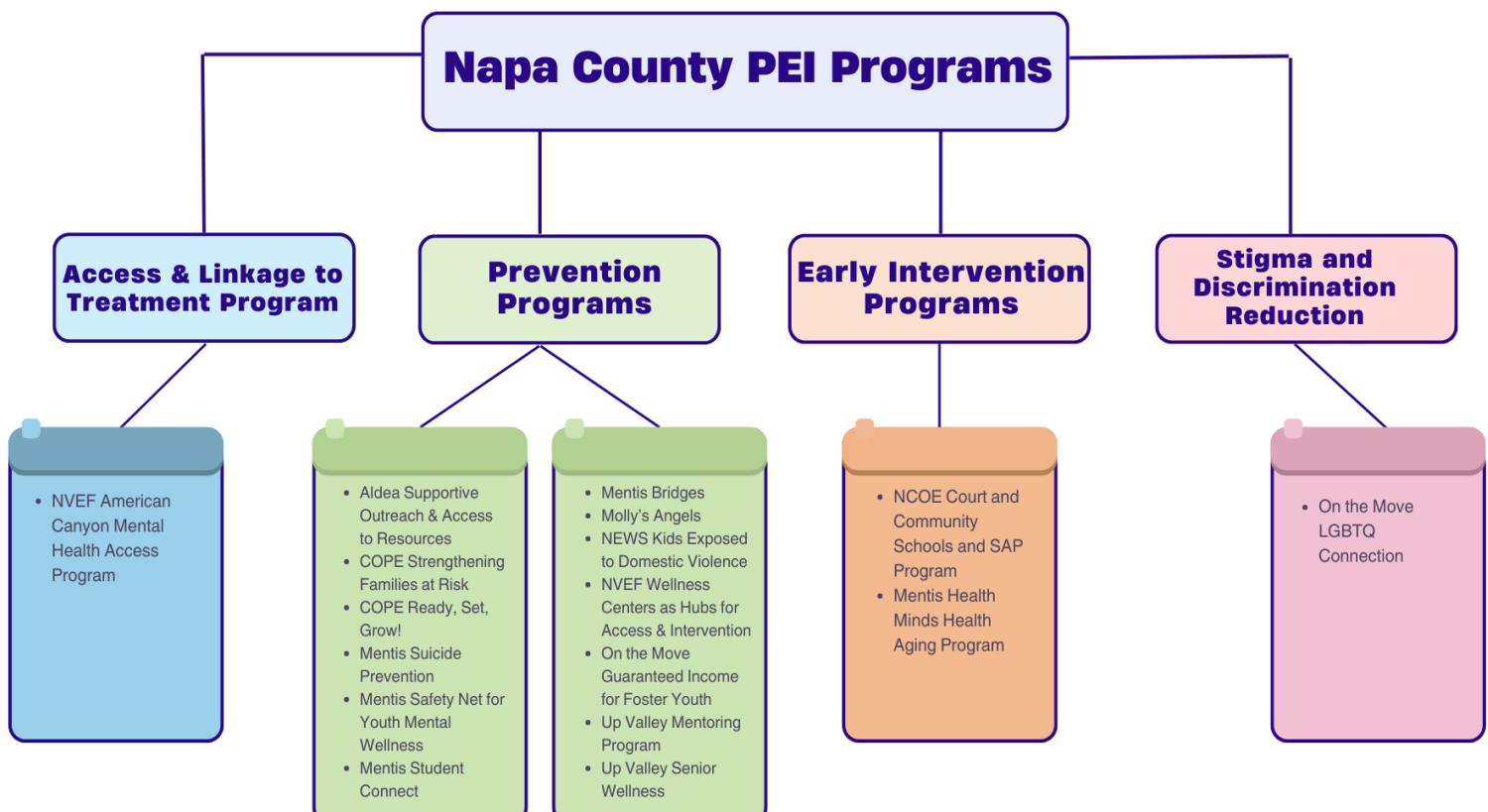
The Prevention and Early Intervention (PEI) component of the Mental Health Services Act (MHSA) is designed to reduce the onset and long-term impacts of untreated mental illness by intervening early and reinforcing protective factors. Napa County's PEI programs are centered on four core goals: increasing awareness of mental health needs, reducing stigma and discrimination, preventing suicide, and connecting individuals to appropriate services before mental health conditions become severe or disabling.

In accordance with state requirements, more than 50% of PEI funding is allocated to serve children, youth, and transition-age youth. This investment ensures that support is provided during critical stages of development when early intervention is most effective in changing long-term outcomes.

Napa County is committed to increasing timely access to services for unserved and underserved populations by offering programs that are culturally responsive, community-based, and accessible in trusted settings. These programs are grounded in evidence-based, promising, and community-defined practices, aligning with Napa County Health and Human Services' broader goals of promoting health equity and inclusion. This integrated approach ensures that prevention and early intervention services are not only clinically effective but also accessible and meaningful to those most in need. To strengthen equity and responsiveness, programs are funded within specific categories that directly address the needs of identified unserved and underserved populations.

### Napa County PEI Programs

Napa County implements a diverse array of Prevention and Early Intervention (PEI) programs that reflect a comprehensive, community-centered approach to mental health. These programs are organized across key focus areas: Access and Linkage to Treatment, Prevention, Early Intervention, and Stigma and Discrimination Reduction. Together, they exemplify the county's commitment to early action and long-term wellness. The following section provides detailed descriptions of each PEI program by focus area.



## Access and Linkage to Treatment

In the area of access and linkage to treatment, the **Napa Valley Education Foundation (NVEF) American Canyon Mental Health Access Program** plays a critical role in identifying individuals with emerging mental health needs and connecting them to timely, appropriate care. This program is instrumental in reducing delays in treatment, particularly for youth and families in underserved areas.

### Access and Linkage to Treatment Program Name:

**Napa Valley Education Foundation (NVEF) American Canyon Mental Health Access**

#### Target Population

The American Canyon Mental Health Access Program (ACMHA) serves youth in American Canyon, a historically underserved community within the Napa Valley Unified School District (NVUSD). The program focuses on students who show early signs of emotional or behavioral challenges such as anxiety, depression, and social-emotional difficulties. ACMHA targets elementary and

middle-school youth and aims to reduce disparities in access to school-based behavioral-health supports for low-income and racially diverse students.

### **Program Description and Goals**

The ACMHA Program provides school-based prevention and early-intervention services through a comprehensive model that aligns with the Multi-Tiered System of Support (MTSS) framework and the guiding principle that *“all means all.”* The approach ensures that every student has access to screening, prevention, and intervention supports appropriate to their level of need.

Key goals include:

- Promoting overall student wellness and resilience.
- Identifying emerging behavioral-health needs early.
- Providing timely access to mental-health care within school settings.
- Strengthening staff capacity to recognize and respond to social-emotional needs.
- Building partnerships among schools, families, and community providers to ensure continuity of care.

### **Key Activities and Services**

The ACMHA Program employs licensed social workers, school psychologists, and counselors who deliver interventions across three tiers of MTSS:

- **Tier 1 – Universal Prevention:** School-wide supports for all students, including behavioral-health screening using the Strengths and Difficulties Questionnaire (SDQ), Positive Behavioral Interventions and Supports (PBIS), restorative practices, and social-emotional-learning activities.
- **Tier 2 – Strategic Prevention:** Small-group interventions for students needing additional support, such as group counseling, “Bounce Back” resiliency groups, and mentoring.
- **Tier 3 – Intensive Intervention:** Individualized services for students with higher-level needs, including one-on-one counseling, intensive case management, behavioral-support plans, and linkage to community-based behavioral-health services.

This tiered structure ensures that students receive the right level of care at the right time, helping them feel safe, supported, and engaged in learning.

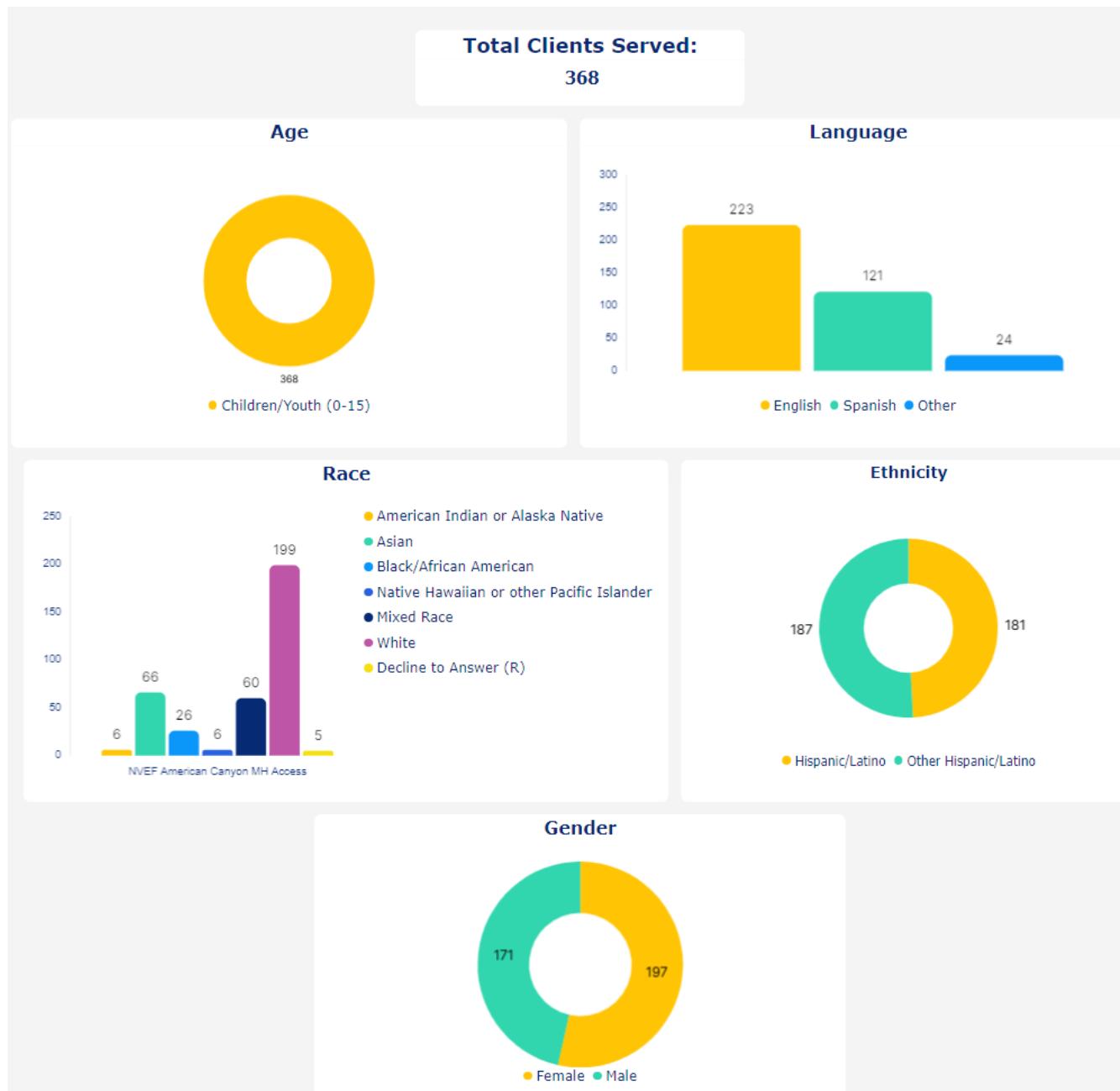
### **Client Demographics and Service Volumes (FY 23–24)**

During FY 23–24, ACMHA provided behavioral-health screening and support to 1,036 students at American Canyon Middle School. Based on screening results and referrals from teachers and families, 368 students received targeted behavioral-health services.

- **245 students** received brief one-on-one interventions.

- **59 students** engaged in ongoing case management.
- **21 students** received crisis assessments.
- Approximately **80 %** of students benefited from Tier 1 universal-prevention activities, **10–15 %** participated in Tier 2 small-group prevention, and 3–5 % received Tier 3 individualized interventions. Four counseling groups—SUDS, Anxiety, Family (Divorce), and Mariposa—were held with attendance ranging from 2 to 7 students per session.

**Demographics:**



**Estimated individuals served and cost per client:**

Age	FY 23-24 Individuals Served	FY 24-25 Projected Individuals Served	FY 25-26 Projected Individuals Served
0-15 Children/Youth	368	474	474
16-25 TAY			
26-59 Adult			
60+ Older Adult			
Total	368	474	474
Contract amount	\$139,000	\$310,359	\$310,359
Cost per client	\$377.72	\$654.77	\$654.77

**Outcome Highlights**

The ACMHA Program successfully implemented the MTSS framework across all levels of prevention and intervention. The universal SDQ screening allowed for early identification of behavioral-health needs, ensuring students received timely support. Students participating in Tier 2 and Tier 3 interventions demonstrated improved emotional regulation, coping skills, and school engagement. Teachers and families reported noticeable improvements in communication and problem-solving among participating students.

Professional-development activities strengthened staff capacity: teachers and school personnel received training in trauma-informed and culturally responsive practices, increasing their confidence in identifying and referring students with social-emotional needs. The integration of schoolwide PBIS and SEL practices also contributed to improved campus climate and reduced behavioral incidents.

**Challenges and Adaptations**

The program faced challenges related to inconsistent student attendance, which occasionally affected participation in group sessions and continuity of care. Staff also noted an increase in the complexity of student mental-health needs, requiring more time-intensive interventions and coordination with community providers.

To address these challenges, ACMHA adapted service delivery by increasing coordination between school staff and mental-health providers, offering make-up sessions for absent students, and expanding staff wellness initiatives to support those managing higher caseloads. Ongoing professional development and partnership with community-based agencies continue to strengthen program sustainability and effectiveness.

## Prevention Programs

Napa County's prevention programs aim to build resilience and reduce risk factors before mental health challenges escalate. These programs include **Aldea's Supportive Outreach and Access to Resources**, which focuses on early engagement and system navigation, and **COPE's Strengthening Families at Risk and Ready Set Grow!**, both of which support family functioning and positive child development. **Mentis**, a key mental health provider in the region, offers several prevention-focused initiatives including **Suicide Prevention**, **Safety Net for Youth Mental Wellness**, **Student Connect**, and **Bridges Community Mental Health Treatment**, all designed to provide youth-centered support in school and community settings.

Additional programs such as the **Molly's Angels Program for Older Adults**, **NEWS Kids Exposed to Domestic Violence**, and **Up Valley Senior Wellness Program** address the needs of vulnerable populations, including older adults and children impacted by trauma. Programs like the **NVEF Wellness Centers**, which serve as trusted hubs for care and intervention in school settings, and **On The Move's Guaranteed Income for Foster Youth**, which addresses economic instability among transition-age youth, further expand the reach and impact of prevention efforts. The **Up Valley Mentoring Program (CLARO/A)** also provides culturally grounded mentorship and support for Latinx youth in rural areas. Each program will be described in detail following.

### Prevention Program Name:

#### Aldea Supportive Outreach & Access to Resources (SOAR)

##### Target Population

The SOAR program serves youth and young adults ages 8 to 30 who have experienced a first episode of psychosis (FEP) within the past two years. Participants may present with schizophrenia spectrum disorders, schizoaffective disorder, schizopreniform disorder, or mood disorders with psychotic features.

Psychosis frequently co-occurs with substance use, and national research indicates that approximately 40 percent of individuals with psychosis develop a substance-use disorder—more than double the rate in the general population. Accordingly, SOAR maintains close coordination with substance-use-treatment providers to ensure comprehensive, integrated care that addresses both mental health and co-occurring needs.

##### Program Description and Goals

The Aldea Supportive Outreach & Access to Resources (SOAR) program delivers early-intervention services to young people experiencing a first episode of psychosis. Guided by the UC Davis Early Psychosis Intervention model, SOAR employs a Coordinated Specialty Care (CSC)

approach—an evidence-based, multi-disciplinary model emphasizing early access, individualized treatment planning, and strong family involvement.

The program's goals are to:

- Provide timely intervention to reduce the long-term impact of psychosis and improve recovery outcomes.
- Deliver individualized, evidence-based treatment addressing clinical, social, educational, and vocational needs.
- Support family engagement and empowerment through education and collaboration.
- Promote functional recovery, independence, and community connection.

Participants typically engage in SOAR for up to two years, receiving comprehensive and family-centered services designed to stabilize symptoms, improve quality of life, and foster lasting recovery.

### **Key Activities and Services**

SOAR offers a comprehensive continuum of coordinated services designed to promote symptom reduction, functional recovery, and family empowerment. Each participant begins with a thorough clinical assessment and diagnostic evaluation to guide individualized treatment. Psychiatric providers offer ongoing medication management, and participants engage in Cognitive Behavioral Therapy for Psychosis, an evidence-based modality that helps reduce distress associated with psychotic symptoms and build practical coping skills.

Family engagement is central to SOAR's success. Through Multi-Family Group Treatment, families receive psychoeducation about psychosis, learn collaborative problem-solving strategies, and expand their social support networks. A Family Partner, a peer professional with lived experience, provides family advocacy, models recovery-focused approaches, and strengthens natural supports.

Beyond clinical and family services, SOAR integrates education, and employment supports to promote recovery and independence. Participants receive individualized assistance in pursuing academic or vocational goals, building job skills, and accessing financial and community resources. Together, these supports address both the clinical and social dimensions of wellness, enabling participants to achieve stability and meaningful community participation.

### **Client Demographics and Service Volumes (FY 23–24)**

During FY 23–24, SOAR enrolled 13 participants, surpassing the annual target of 9. Participants ranged in age from 8 to 25 years, with a majority identifying as Latino or White, reflecting the demographics of Napa County's transition-age-youth and young-adult population.

**Estimated individuals served and cost per client:**

Age	FY 23-24 Individuals Served	FY 24-25 Program shifted to CSS Funding	FY 25-26 Program shifted to CSS Funding
0-15 Children/Youth	8		
16-25 TAY	5		
26-59 Adults	0		
60+ Older Adults	0		
Other individuals served outreach and engagement	223		
Total	236		
Contract amount	\$234,238		
Cost per client	\$992.53		

**Outcome Highlights**

Mid-year FY 23–24 results demonstrate significant progress toward key outcome measures. Ninety-two percent of participants did not experience psychiatric hospitalization while enrolled in the program, reflecting effective stabilization and early intervention. Among the three participants who were discharged during the reporting period, 100 percent avoided psychiatric hospitalization within 320 days post-discharge—exceeding the program’s 85 percent target. Additionally, all discharged clients received education, employment, and referral supports prior to program completion, fully meeting the 75 percent goal.

The program utilizes the Compass 10 assessment to evaluate symptom reduction and functional improvement every six months. Of the clients reassessed mid-year, two of three demonstrated improvements in the six months, and one participant reassessed in the twelve months showed continued progress. These outcomes illustrate the program’s effectiveness in fostering stability, preventing hospitalization, and promoting educational and vocational success among young people experiencing early psychosis.

**Challenges and Adaptations**

While results indicate strong performance, several challenges persist. Early identification and timely referrals remain ongoing barriers, as youth and families may delay seeking treatment due to stigma, lack of awareness, or uncertainty about symptoms. Recruitment and retention of clinicians trained in early-psychosis intervention have also been challenging, given the specialized skills required. Furthermore, housing instability and transportation barriers can limit consistent participation for some clients.

To address these challenges, Aldea expanded outreach and education efforts with schools, primary-care providers, and community partners to increase early detection and improve referral

pathways. The program also implemented telehealth and hybrid service options to enhance flexibility and continuity of care. Strengthened partnerships with Napa County Behavioral Health and local substance-use programs further support the integration of services and provide participants with comprehensive wraparound care.

### **Prevention Program Name:**

#### **Cope Family Resource Center – Strengthening Families at Risk (SFAR) Program**

#### **Target Population**

The Strengthening Families at Risk (SFAR) program serves parents and caregivers in Napa County who are at risk of developing mental health challenges such as depression, anxiety, post-traumatic stress disorder (PTSD), or other mental health-related conditions. The program prioritizes families facing significant life stressors that can undermine parenting capacity, strain relationships, and impact child well-being. SFAR specifically focuses on caregivers who may not yet meet the criteria for mental health treatment but would benefit from early intervention to prevent symptom escalation and strengthen family functioning. The program's approach centers on prevention, resilience, and family empowerment, with an emphasis on reducing the intergenerational impact of stress and trauma.

#### **Program Description and Goals**

The Strengthening Families at Risk (SFAR) program aims to reduce the risk factors associated with the onset of mental illness through early identification, parent education, and connection to supportive resources. Grounded in research demonstrating that children thrive when parents have the emotional and practical tools to manage stress and maintain healthy relationships, SFAR enhances protective factors by helping caregivers build self-awareness, improve emotional regulation, and apply positive parenting strategies.

The program's goals are to:

- Increase parental resilience and coping skills to prevent the escalation of stress-related symptoms.
- Strengthen parent-child relationships and improve overall family functioning.
- Promote early identification of emerging behavioral health needs through screening and outreach.
- Connect caregivers to community-based supports and behavioral health services as needed.
- Enhance protective factors that reduce the risk of mental health challenges in both parents and children.

- Foster stable, nurturing family environments that support children's healthy emotional development.

### **Key Activities and Services**

SFAR delivers a continuum of prevention and early intervention services that combine outreach, screening, education, and evidence-based parenting programs. Parents entering the program receive initial screenings conducted by Cope Resource Specialists using conversational screening questions to identify potential concerns. For caregivers participating in Triple P Level 4 or Level 5 services, staff utilize standardized tools such as the Strengths and Difficulties Questionnaire (SDQ) and the Depression, Anxiety, and Stress Scales (DASS-21) to assess behavioral health needs and tailor interventions.

Based on screening results, parents receive individualized or group-based Triple P Standard or Triple P Transitions sessions. These evidence-based interventions help caregivers enhance parenting skills, reduce stress, and strengthen the parent-child relationship. Participants demonstrating emerging or active mental health needs are referred to county behavioral health or community-based providers for additional care. Through this coordinated approach, SFAR builds resilience and strengthens protective factors that reduce the risk of mental illness in both parents and children.

### **Client Demographics and Service Volumes (FY 23–24)**

During FY 23–24, a total of 17 individuals were directly served through SFAR's Triple P services. The majority were adults ages 26–59 (13 participants), with 3 transition-age youth (16–25) and 1 child under age 15. Of those served, 76 percent identified as female and 24 percent as male. Participants represented diverse backgrounds: 65 percent identified as "Other Race," and 35 percent as White. The majority spoke Spanish (8 participants) or English (7 participants) as their preferred language, reflecting the program's bilingual service model.

Most participants identified as Mexican American/Chicano (8 participants) or other Hispanic/Latino (1 participant), with the remainder reporting unknown or unreported ethnicity. Regarding sexual orientation, 82 percent identified as heterosexual, and 18 percent declined to state. Ten participants reported no disability, while six declined to answer and one reported multiple disabilities (mental, physical/mobility, chronic health condition, or other). The total contract amount for FY 23–24 was \$98,000, resulting in a cost per client of \$5,764.71.

**Estimated individuals served and cost per client:**

Age	FY 23-24 Individuals Served	FY 24-25 Projected Individuals Served	FY 25-26 Projected Individuals Served
0-15 Children/Youth	1	1	1
16-25 TAY	3	3	3
26-59 Adult	13	13	13
60+ Older Adult	0	0	0
Total	17	17	17
Contract amount	\$90,000	\$90,000	\$90,000
Cost per client	\$5,294	\$5,294	\$5,294

**Outcome Highlights**

During FY 23–24, the Strengthening Families at Risk Program demonstrated strong engagement and countywide reach. Between July and December, program staff participated in 15 outreach events attended by over 2,300 community members, raising awareness of parenting supports and mental health resources. The program received 80 referrals, conducted 118 screenings, and provided individual or group services to 131 participants through its combined service offerings.

Of the individuals served, 45 caregivers engaged in Triple P services and 55 participated in the Parents as Teachers (PAT) Home Visiting Program. These interventions helped parents improve emotional regulation, strengthen positive parenting practices, and expand social supports, all key protective factors that reduce the likelihood of future mental health crises. In addition, 22 parents were referred to county behavioral health services for higher-level care, demonstrating strong coordination across Napa County’s prevention and treatment continuum.

Overall, the SFAR program continues to effectively engage families at risk of mental health challenges by providing early, accessible, and culturally responsive supports that build resilience, reduce isolation, and strengthen family stability.

**Challenges and Adaptations**

During FY 23–24, the SFAR program faced several challenges related to participant engagement and the growing complexity of family needs. Some caregivers experienced limited availability due to work schedules or transportation barriers, which affected attendance in group sessions. Staff also observed increasing rates of stress and behavioral concerns among families linked to economic pressures and post-pandemic recovery challenges.

To adapt, Cope expanded its bilingual outreach efforts, offered more flexible scheduling and hybrid service options, and increased coordination with partner agencies to streamline referrals and follow-up. Staff also strengthened connections with Napa County Behavioral Health and other community providers to ensure warm hand-offs for families requiring higher-level

interventions. These adaptations helped sustain program accessibility and engagement despite ongoing environmental and socioeconomic challenges.

### **Prevention Program Name:**

**Cope Family Center – Ready, Set, Grow! (RSG!) Program**

#### **Target Population**

The Ready, Set, Grow! (RSG!) Program serves families in Napa County with children ages 0 to 5. The program targets caregivers and young children who may experience developmental, behavioral, or emotional challenges and who would benefit from early identification and support. By focusing on families in the earliest stages of a child's life, RSG! aims to strengthen Napa County's early childhood prevention and intervention system, particularly among families experiencing barriers to care such as poverty, language, or limited access to specialized infant-parent mental health resources.

#### **Program Description and Goals**

The Ready, Set, Grow! (RSG!) Program is designed to strengthen Napa County's system of prevention and early intervention for families with young children by expanding access to screenings, improving service coordination, and increasing the availability of infant-parent mental health supports. Building on the work of the First 5 Napa Family Support and Home Visiting (FSHV) Collaborative's Infant-Parent Mental Health (IPMH) Support Project, the program leverages community partnerships and PEI funding to close service gaps for children and caregivers with emerging mental health or developmental concerns.

#### **Program Goals:**

- Increase early identification of developmental, behavioral, and mental health needs among young children and caregivers.
- Enhance provider capacity by expanding staff training and certification in standardized developmental screening tools (ASQ-3 and ASQ-SE2).
- Improve coordination of care between agencies serving families with young children to ensure seamless access to supports.
- Expand access to infant-parent mental health (IPMH) interventions and Triple P Level 4/5 parenting services.
- Strengthen family resilience through culturally responsive navigation, education, and resource connection.

#### **Key Activities and Services**

The Ready, Set, Grow! (RSG!) program expands countywide capacity to identify and respond to

developmental and behavioral health needs through a comprehensive set of activities that include training, system navigation, and direct family support. The program's cornerstone goal is to ensure consistency and quality in developmental screening across agencies by training staff in the Ages & Stages Questionnaire (ASQ-3) and Ages & Stages Social-Emotional Questionnaire (ASQ-SE2). During FY 23-24, 15 staff were targeted to complete certification, enhancing cross-agency alignment and data quality in early screening practices.

A key feature of RSG! is its dedicated System Navigator, who works directly with families to assess needs, coordinate referrals, and connect them to appropriate mental health and family support services. The Navigator collaborates with partner agencies through tools such as Unite Us, ensuring timely communication and smooth transitions between services. Families are supported throughout the process, with follow-up contacts that provide reassurance and assistance as new needs arise.

RSG! also expands access to infant-parent mental health interventions and parent coaching by integrating Home Visiting and Triple P Level 4/5 services. The program engages Infant-Parent Mental Health (IPMH) Fellows to provide family counseling and supports capacity-building within community partner agencies through financial and training assistance. Together, these efforts ensure that families of young children receive coordinated, accessible, and culturally responsive prevention and early intervention services.

### **Client Demographics and Service Volumes (FY 23-24)**

During FY 23-24, the Ready, Set, Grow! (RSG!) program served 26 participants. Of these, 6 were children/youth (ages 0-15), 2 were transition-age youth (16-25), and 17 were adults (26-59). The majority of participants identified as female (21), with 3 male and 2 declining to state.

Most participants identified as Hispanic or Latino (19), while 7 did not report ethnicity. Participants were linguistically diverse: 12 spoke Spanish, 5 spoke English, 8 spoke other languages, and 1 declined to report. In terms of race, the largest group identified as Other Race (19), followed by White (2) and Mixed Race (1), with 4 unreported. The majority identified as heterosexual (16), and 10 declined to state or were unsure.

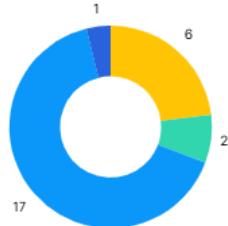
Three participants reported disabilities—two with mental or hearing impairments—and 21 reported no disability. The program's contract amount for FY 23-24 was \$120,000, resulting in a cost per client of \$4,615.38.

## Demographics

### Total Clients Served:

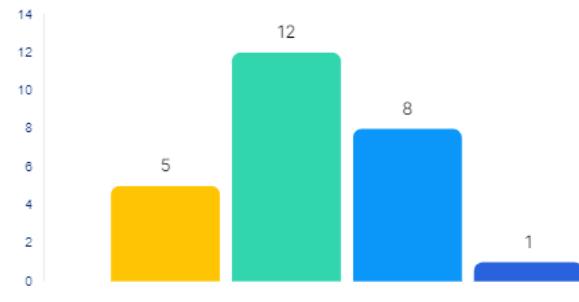
26

#### Age

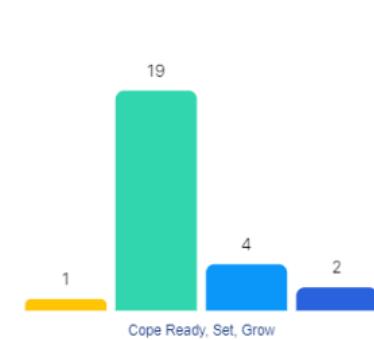


● Children/Youth (0-15) ● Transition Age Youth (16-25) ● Adult (26-59)  
● Declined to Answer

#### Language

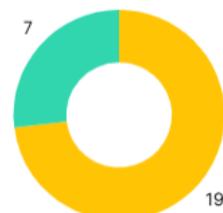


#### Race



● Mixed Race  
● Other Race  
● Race Not Available/Unknown  
● White

#### Ethnicity



● Hispanic/Latino ● Unknown/ Not Reported

#### Sexual Orientation



● Heterosexual/Straight ● Unknown/Declined to State  
● Unsure/Questioning/Don't Know

#### Gender



● Female ● Male

#### Disability



● Mental (excluding: Mental Illness) ● Difficulty Hearing ● No Disability

**Estimated individuals served and cost per client:**

Age	FY 23-24 Individuals Served	FY 24-25 Projected Individuals Served	FY 25-26 Projected Individuals Served
0-15 Children/Youth	7	7	7
16-25 TAY	2	2	2
26-59 Adult	17	17	17
60+ Older Adult	0	0	0
Total	26	26	26
Contract amount	\$120,000	\$120,000	\$120,000
Cost per client	\$4,615.38	\$4,615.38	\$4,615.38

**Outcome Highlights**

During FY 23–24, the Ready, Set, Grow! (RSG!) program made measurable progress in enhancing early childhood mental health coordination and expanding access to family supports. The program received 32 referrals and conducted 22 developmental and behavioral screenings. RSG! facilitated six countywide trainings, reaching more than 50 service providers, including 21 who completed ASQ-3 and ASQ-SE2 certification. These trainings strengthened screening consistency, early identification practices, and interagency collaboration.

The program also successfully launched its System Navigator role in July 2023. The Navigator played a key role in connecting families to screenings, assessments, and resources, using the Unite Us platform to facilitate referrals and maintain collaboration among community partners. Families supported through the Navigator reported feeling better connected and supported, often returning for additional assistance as new challenges arose.

Additionally, RSG! strengthened cross-sector partnerships through participation in collaborative committees focused on Screening, Infant–Parent Mental Health (IPMH), System Navigation, and the RSG! Collaborative. These efforts collectively advanced countywide goals of coordination, early intervention, and equitable access to family mental health supports.

**Challenges and Adaptations**

While the Ready, Set, Grow! (RSG!) program achieved significant milestones, several challenges affected its full implementation. Many families required more intensive, long-term support than anticipated, limiting the number of families that could be served. Limited staffing capacity also constrained the number of screenings that could be completed, highlighting the need for additional System Navigators to meet the growing community demand.

Families' most immediate needs often related to basic necessities such as food, housing, and transportation. To address this, the System Navigator adapted by connecting families with emergency resources to stabilize their circumstances before focusing on mental health needs.

The program also experienced organizational changes, including leadership transitions among key partner agencies, which temporarily impacted collaboration and meeting attendance.

In response, RSG! prioritized strengthening existing tools rather than introducing new screening instruments. The Screening Committee expanded training and use of the ASQ-3 and ASQ-SE2 and implemented the Environmental Screening Questionnaire (ESQ) to identify families who would benefit from short-term case management. Despite these challenges, Ready, Set, Grow! continues to demonstrate adaptability, responsiveness, and leadership in supporting Napa County's youngest residents and their families.

### **Prevention Program Name:**

#### **Mentis Suicide Prevention**

#### **Target Population**

The Mentis Suicide Prevention Program serves individuals across Napa County who are at risk for suicide, with a particular focus on adolescents, men, and seniors, as well as other populations experiencing social isolation or limited connection to mental health services. The program also engages community sectors and professionals who have frequent contact with vulnerable groups—such as educators, first responders, coaches, faith leaders, hospitality workers, and caregivers—to increase awareness and preparedness to intervene when someone may be in crisis. By strengthening community awareness and response capacity, the program ensures that suicide prevention is a shared responsibility across systems and communities.

#### **Program Description and Goals**

The Mentis Suicide Prevention Program is designed to reduce stigma, increase awareness, and strengthen the community's ability to recognize and respond to suicide risk. Through the leadership of the Napa County Suicide Prevention Council (SPC), coordinated outreach, and targeted training initiatives, the program equips individuals and organizations to intervene effectively and connect people in crisis to timely support.

#### **Program Goals:**

- Reduce stigma around suicide and mental illness through education, outreach, and public awareness campaigns.
- Increase access to mental health resources by providing individuals and organizations with knowledge of referral options and crisis supports.
- Expand the number of trained gatekeepers who can recognize suicide warning signs and connect at-risk individuals to care.
- Strengthen countywide coordination through the Suicide Prevention Council, ensuring a unified and strategic approach to suicide prevention.

- Promote a culture of resilience and connectedness across Napa County, where community members are empowered to take action to prevent suicide.

### **Key Activities and Services**

The Mentis Suicide Prevention Program delivers a comprehensive, multi-layered approach to suicide prevention and awareness across Napa County. Program staff chair and facilitate the Napa County Suicide Prevention Council (SPC), which includes diverse community representatives from schools, health care, law enforcement, and community-based organizations. The SPC guides strategic planning and coordinates initiatives that expand the community's suicide prevention infrastructure.

A central component of the program is the delivery of Question, Persuade, Refer (QPR) trainings, an evidence-based suicide prevention curriculum that teaches individuals to recognize warning signs, engage in supportive dialogue, and connect people to professional help. Trainings are provided to youth, educators, first responders, hospitality workers, and other high-contact professionals. The program also conducts community outreach through public campaigns, presentations, and Wellness Café discussion groups, distributing printed materials, flyers, and social media content throughout schools, health centers, faith-based institutions, and workplaces.

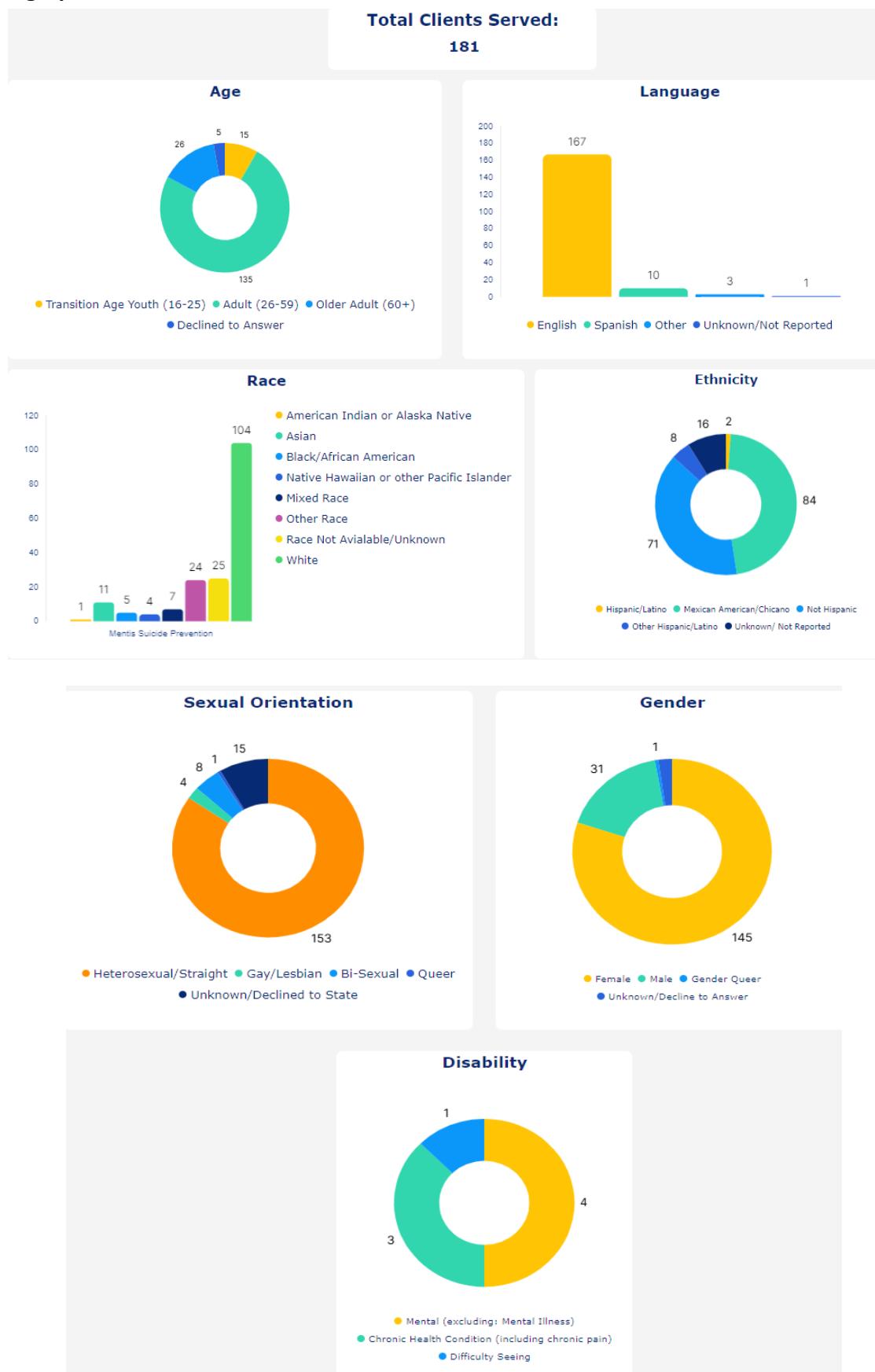
Together, these strategies build public awareness, reduce stigma, and empower community members to identify and support individuals at risk for suicide.

### **Client Demographics and Service Volumes (FY 23–24)**

In FY 23–24, the Mentis Suicide Prevention Program served 181 participants. The majority were adults ages 26–59 (135 participants), with 15 transition-age youth (16–25), 26 older adults (60+), and 5 declining to report age. Participants represented diverse racial and ethnic backgrounds: 104 identified as White, 24 as Other Race, 11 as Asian, 7 as Mixed Race, 5 as Black/African American, and 4 as Native Hawaiian or Pacific Islander.

In terms of ethnicity, 84 participants identified as Mexican American/Chicano, 8 as Other Hispanic/Latino, 2 as Hispanic/Latino, and 71 as Not Hispanic. The primary language for most participants was English (167), followed by Spanish (10) and Other (3). Participants also represented diverse sexual orientations—153 heterosexual, 8 bisexual, 4 gay or lesbian, and 1 queer, with 15 declining to state. The majority identified as female (145), followed by male (31) and genderqueer (1), with 4 declining to state.

## Demographics



**Estimated individuals served and cost per client:**

Age	FY 23-24 Individuals Served	FY 24-25 Projected Individuals Served	FY 25-26 Projected Individuals Served
0-15 Children/Youth	0		
16-25 TAY	15		
26-59 Adults	135		
60+ Older Adults	26		
Demographics form not submitted	5		
Total	181	267	267
Contract amount	\$75,000	\$225,158	\$225,158
Cost per client	\$414.36	\$843.28	\$843.28

**Outcome Highlights**

During FY 23–24, the Mentis Suicide Prevention Program achieved major milestones in community training, outreach, and system coordination. Through MHSA PEI funding, the program trained 629 adults and 138 youth in Question, Persuade, Refer (QPR) suicide prevention, exceeding its goal of 250 gatekeepers. This included large-scale training for all primary-level school staff in Napa Valley Unified School District (NVUSD), covering 16 school sites and ensuring that thousands of students are surrounded by trusted adults equipped to identify and respond to early signs of distress.

Beyond training expansion, Mentis continued to provide leadership for the Napa County Suicide Prevention Council, chaired by the Mentis Prevention Director and supported by a bilingual Prevention Specialist. The Council enhanced its structure as a “working council”, increasing engagement and advancing coordinated prevention strategies countywide. A significant milestone was the completion and publication of the Napa County 3-Year Strategic Plan for Suicide Prevention, developed collaboratively with the Striving for Zero Learning Collaborative and Napa County Behavioral Health. The plan was finalized and released in both English and Spanish, marking a key achievement in aligning local efforts with statewide goals.

Outcome evaluation data demonstrated strong impact:

- 88% of QPR participants reported greater knowledge of suicide risks and available resources.
- 88% reported increased understanding that suicide is preventable.
- 79% reported greater willingness to ask for or seek help.

- 88% reported increased skills and confidence to question, persuade, and refer someone in crisis.

These results confirm that the program exceeded its outcome targets and is successfully strengthening community capacity to prevent suicide.

### **Challenges and Adaptations**

The Mentis Suicide Prevention Program experienced several implementation challenges during FY 23–24. Coordinating large-scale QPR trainings across multiple schools and agencies required substantial planning, scheduling, and resource management. Sustaining engagement across sectors, particularly among organizations experiencing staff turnover or shifting priorities, also presented difficulties.

To address these barriers, Mentis expanded its training flexibility, offering tailored sessions for specific audiences and incorporating bilingual materials and Spanish-language sessions to increase accessibility. Program staff also launched a QPR workgroup within the Suicide Prevention Council to strengthen trainer coordination and maintain fidelity across sessions.

Additionally, the program relaunched its public awareness campaign featuring updated materials with the new 988 Suicide and Crisis Lifeline. Bus ads, flyers, and social media outreach were deployed countywide to promote awareness of suicide prevention resources. Despite coordination and resource challenges, these adaptations ensured the program maintained momentum and expanded its reach throughout Napa County.

### **Prevention Program Name:**

**Mentis – Safety Net for Youth Prevention Program**

#### **Target Population**

The Mentis Safety Net for Youth Prevention Program serves middle school, high school, and college students ages 11–24 throughout Napa County. The program reaches a diverse population of young people, including bilingual, bicultural, and LGBTQ+ youth, who may experience social isolation, trauma, or stress that can contribute to emotional and behavioral challenges. Services are designed to be culturally responsive and accessible to both English- and Spanish-speaking families, promoting equitable access to prevention and early intervention supports across the county.

#### **Program Description and Goals**

The Safety Net for Youth Prevention Program provides peer-based and professional mental health prevention services that strengthen resilience, connection, and wellness among youth. The program integrates school-based education, community engagement, and family collaboration to promote early access to mental health supports and increase awareness of coping strategies and available resources.

### **Program Goals:**

- Reduce isolation and increase youth knowledge of mental health issues, coping skills, and local resources for support.
- Encourage early access to prevention and early intervention services for youth experiencing emerging symptoms of emotional distress.
- Strengthen youth-adult connections by building caregiver and educator capacity to support youth well-being and recovery from trauma.

### **Key Activities and Services**

During FY 23–24, the Mentis Safety Net for Youth Prevention Program implemented a broad range of MHSA-funded youth prevention activities that combined classroom instruction, peer engagement, and creative wellness initiatives.

At the middle school level, Mentis launched the Positivity Project (P2) across all 7th-grade classes in the Napa Valley Unified School District. The P2 curriculum, rooted in Positive Psychology, teaches 24-character strengths organized under six virtues, helping students build self-awareness, empathy, and social-emotional competence. Prevention Specialists visited classrooms monthly throughout the school year, using lessons, journaling, and group discussions to encourage reflection, self-regulation, and understanding of available mental health resources.

At the high school level, the program expanded its Teens Connect initiative, offering monthly Art & Wellness Workshops and hosting the second annual Youth Mental Health Festival. The festival featured creative activities such as affirmation cards, worry dolls, and identity buttons; physical wellness activities like yoga, hula hooping, and fitness sessions; and emotional wellness resources including therapy animals, financial literacy, and college/career planning stations. These interactive events helped reduce stigma, promote positive coping, and foster meaningful peer relationships.

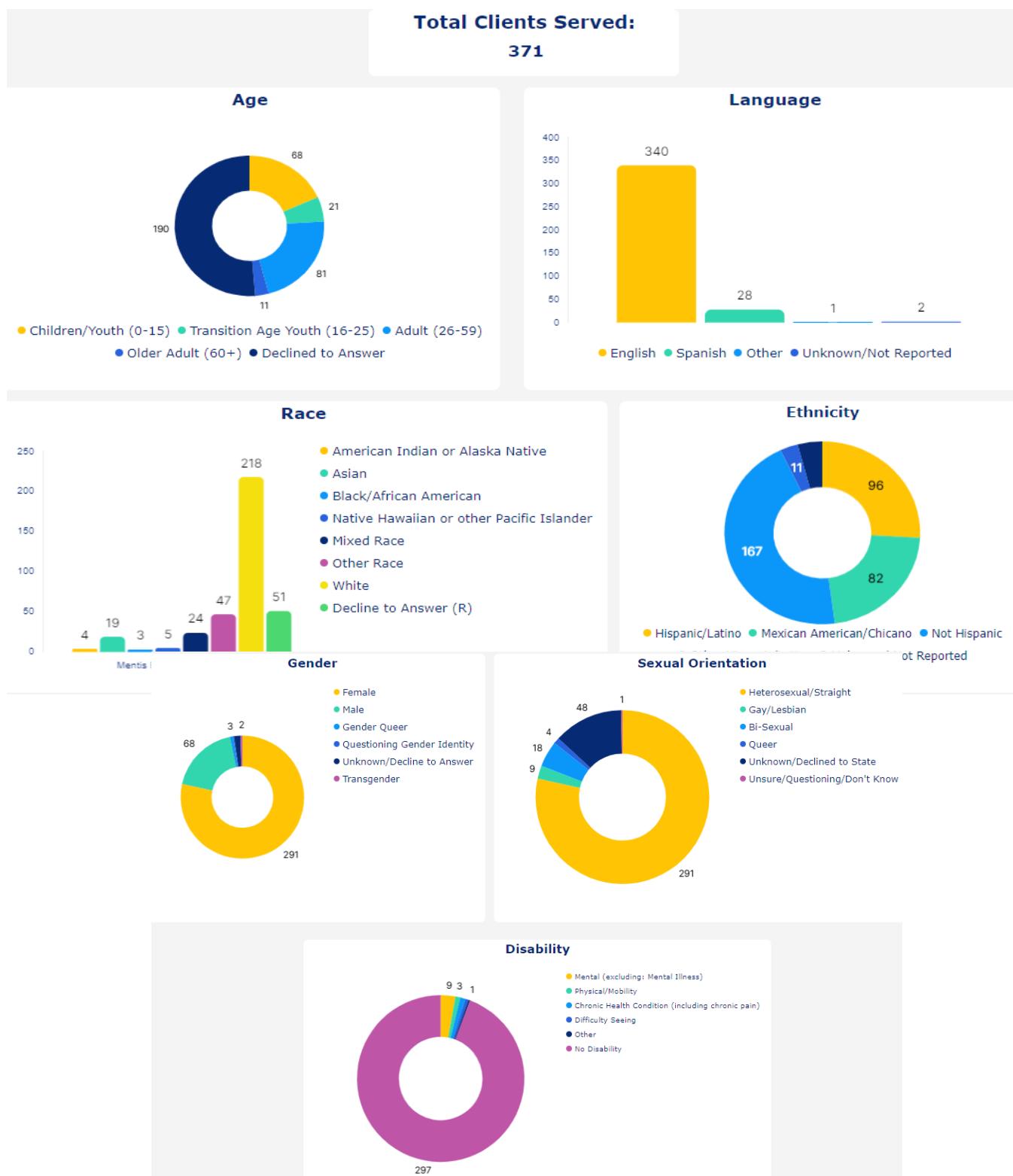
In addition, Mentis established a 25-member Teen Council representing high school students from across Napa County. Council members received leadership and advocacy training and worked collaboratively to plan community outreach, volunteer opportunities, and youth-led mental health campaigns. The Council's focus areas included Art & Wellness, Volunteer and Civic Engagement, and Youth Voice and Outreach, supporting sustained youth involvement and leadership in mental health awareness.

The program also delivered prevention education for parents and educators, engaging more than 200 adults in training sessions designed to increase understanding of youth stress, coping mechanisms, and trauma-informed support. Across all initiatives, Mentis fostered a collaborative environment that encouraged communication between youth, caregivers, and schools, helping to normalize mental health discussions and promote timely support.

## Client Demographics and Service Volumes (FY 23–24)

During FY 23–24, the Mentis Safety Net for Youth Prevention Program served **371** participants through school and community-based prevention activities.

### Demographics



**Estimated individuals served and cost per client:**

Age	FY 23-24 Individuals Served	FY 24-25 Projected Individuals Served	FY 25-26 Program Terminated on 6/30/25
0-15 Children/Youth	68	1521	
16-25 TAY	21	22	
26-59 Adults	81	23	
60+ Older Adults	11	0	
Total	371	1,566	
Contract amount	\$80,000	\$80,000	
Cost per client	\$215.63	\$51.09	

**Outcome Highlights**

The program achieved measurable success in enhancing youth engagement, leadership, and awareness of mental health resources. Through the district-wide implementation of the Positivity Project, all 7th-grade students in NVUSD gained improved understanding of self-awareness, empathy, and the importance of seeking help. At the high school level, the Teens Connect and Youth Mental Health Festival provided hands-on opportunities for students to explore emotional wellness and creative expression while promoting stigma reduction and peer connection.

The formation of the Mentis Teen Council strengthened youth leadership and advocacy, empowering 25 students to take an active role in shaping mental health initiatives in their schools and communities. The Council's summer training and planning sessions further equipped youth to develop events and outreach strategies for FY 24–25.

In addition to student-focused activities, the program trained and engaged over 200 parents and educators, ensuring that adults who work closely with youth are equipped with the tools to recognize early warning signs and connect young people to support. These combined efforts fostered a more connected, inclusive, and resilient community for Napa County youth.

**Challenges and Adaptations**

The program experienced challenges coordinating prevention services across multiple school sites, navigating scheduling conflicts, and maintaining student engagement amid academic and extracurricular demands. Mentis addressed these challenges by strengthening collaboration with district administrators, expanding peer-led programming, and offering flexible participation options to accommodate student schedules.

Additionally, the program enhanced its bilingual outreach to engage Spanish-speaking families and incorporated youth and educator feedback to refine lesson content and activities. These adaptations allowed the program to sustain engagement, improve accessibility, and continue to

build a countywide culture of youth wellness and support despite capacity and scheduling barriers.

### **Prevention Program Name:**

**Mentis – Student Connect Program**

#### **Target Population**

The Mentis Student Connect Program serves Black, Indigenous, and People of Color (BIPOC) college students in Napa County between the ages of 16 and 24. This population often faces higher rates of depression, anxiety, trauma, and social isolation—particularly in the aftermath of the COVID-19 pandemic—yet is less likely to seek or receive mental health treatment compared to their white peers. The program is designed to address this disparity by providing culturally responsive prevention and early intervention services that reduce stigma, promote wellness, and build community connections among BIPOC students attending Napa Valley College (NVC) and other local institutions.

#### **Program Description and Goals**

The Student Connect Program provides peer-based and professional mental health prevention and early intervention supports to empower BIPOC college students to manage stress, strengthen coping skills, and access behavioral health resources early. The program fosters a culture of inclusion and mental wellness on campus through outreach, education, and capacity-building partnerships with college faculty and staff.

#### **Program Goals:**

- Train 10 BIPOC students as Peer Ambassadors/Counselors to lead campus-based wellness and mental health activities.
- Engage 150 BIPOC students in prevention and wellness initiatives, including wellness campaigns, monthly meetups, and Wellness Café discussions.
- Provide 100 BIPOC students and educators with mental health and suicide-prevention training and community education.
- Refer 50 BIPOC students to appropriate mental health treatment services at Napa Valley College, Mentis clinics, or community-based providers.

#### **Key Activities and Services**

During FY 23–24, the Mentis Student Connect Program implemented a comprehensive suite of outreach, prevention, and early intervention services designed to increase access and engagement among BIPOC college students.

## **Outreach and Education**

Mentis conducted extensive outreach and education at Napa Valley College (NVC), reaching 742 individuals through on-campus events and informational sessions that raised awareness of available mental health resources and normalized help-seeking behaviors among BIPOC students.

## **Screenings and Referrals**

Program staff conducted mental health screenings using validated assessment tools such as the *Patient Health Questionnaire (PHQ-9)* and the *Generalized Anxiety Disorder Scale (GAD-7)* to evaluate symptoms of depression, anxiety, trauma, and social isolation. Of the 95 students screened, 86 were referred for outpatient therapy—either through Mentis, NVC Counseling Services, or other community providers—demonstrating a strong linkage between prevention and early intervention.

## **Peer-Led Wellness Cafés**

Mentis expanded its Wellness Café curriculum to include 18 topic areas, offering both one-time and recurring group sessions that addressed stress management, emotional regulation, academic balance, cultural identity, and healthy relationships. These sessions provided students with psychoeducation, peer support, and safe spaces to discuss mental health openly.

## **Training and Capacity Building**

To strengthen campus readiness, Mentis provided Question, Persuade, and Refer (QPR) suicide-prevention training for college faculty, staff, and student leaders. This initiative prepared the college community to recognize early warning signs, intervene safely, and connect students in crisis with appropriate care. The QPR training was particularly timely in preparation for the opening of NVC's new residential housing in Fall 2024, ensuring staff and Peer Ambassadors are equipped to support students in both academic and residential settings.

## **Partnership and Integration**

Mentis collaborated closely with NVC Deans, Counseling Services, and the Residential Housing Implementation Team to integrate behavioral health supports into campus systems. The program also engaged students through the NVC Men's Basketball Team, implementing the Wellness Café curriculum with athletes to promote teamwork, resilience, and emotional health.

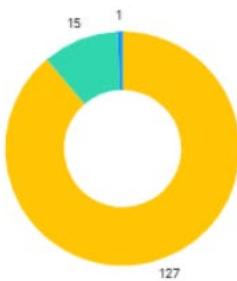
## **Client Demographics and Service Volumes (FY 23–24)**

During FY 23–24, the Mentis Student Connect Program served a total of 143 participants.

**Total Clients Served:**

143

**Age**



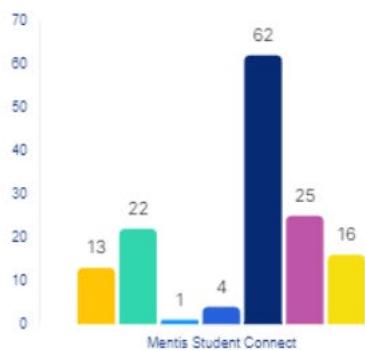
● Transition Age Youth (16-25) ● Adult (26-59) ● Older Adult (60+)

**Language**



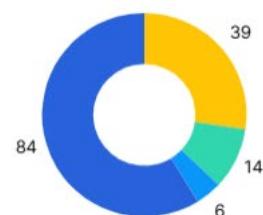
● Mantis Student Connect

**Race**



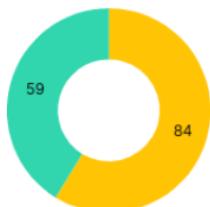
● Asian  
● Black/African American  
● Native Hawaiian or other Pacific Islander  
● Mixed Race  
● Other Race  
● Race Not Available/Unknown  
● White

**Ethnicity**



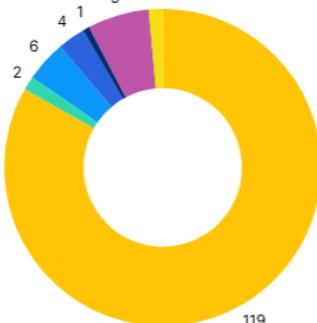
● Mexican American/Chicano ● Not Hispanic ● Other Hispanic/Latino  
● Unknown/Not Reported

**Gender**



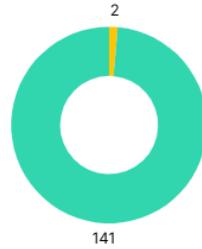
● Female ● Male

**Sexual Orientation**



● Heterosexual/Straight  
● Gay/Lesbian  
● Bi-Sexual  
● Another Sexual Identity  
● Queer  
● Unknown/Declined to State  
● Unsure/Questioning/Don't Know

**Disability**



● Mental (excluding: Mental Illness)  
● No Disability

**Estimated individuals served and cost per client:**

Age	FY 23-24 Individuals Served	FY 24-25 Projected Individuals Served	FY 25-26 Program Terminated on 6/30/25
0-15 Children/Youth			
16-25 TAY	127	127	
26-59 Adults	15	15	
60+ Older Adults	1	1	
Total	143	143	
Contract amount	\$97,540	\$97,540	
Cost per client	\$682	\$682	

**Outcome Highlights**

During FY 23–24, the Student Connect Program made significant strides in building a more inclusive and supportive mental health culture on campus. Outreach efforts reached hundreds of students, increasing visibility of mental health resources and reducing stigma around accessing services. Mentis' outreach and screening efforts led to 86 students being referred for therapy, a key measure of early intervention success.

Partnerships with campus groups, including the NVC Men's Basketball Team, effectively introduced Wellness Café activities to student-athletes, while general student participation in Wellness Cafés demonstrated strong engagement and satisfaction. Mentis staff also worked closely with the college administration to train faculty and staff through QPR suicide-prevention workshops, strengthening the safety net for students who may be struggling.

The expansion of 18 Wellness Café modules provided diverse, culturally responsive programming tailored to student needs, focusing on academic stress, cultural identity, and interpersonal relationships. Collectively, these initiatives improved student awareness, access to supports, and confidence in seeking help.

**Challenges and Adaptations**

The Student Connect Program encountered challenges during the year, primarily related to high demand for therapy services and limited clinical capacity. As a result, a therapy waitlist was created. In response, Mentis expanded Wellness Cafés as an interim support strategy, providing students awaiting therapy with foundational mental health education, stress management tools, and peer connection opportunities.

Technical issues during the early part of the year limited post-session data collection for some Wellness Café events. Staff addressed this by refining data-tracking methods, implementing clearer intake processes, and enhancing coordination between outreach and clinical teams.

Additionally, as the college prepared to launch its new residential housing program, Mentis worked with campus administrators to develop plans for integrating behavioral health supports into the residential environment. This transition required additional staff training, onboarding of new Peer Ambassadors, and collaborative planning to align program delivery with housing operations.

Despite these challenges, the program demonstrated flexibility and innovation. Mentis successfully adapted to meet student needs, strengthened institutional partnerships, and established sustainable foundations for campus-based prevention and early intervention services.

### **Prevention Program Name:**

**Mentis – Bridges Community Mental Health Program**

#### **Target Population**

The Mentis Bridges Program serves uninsured and underinsured adults ages 18 to 60 throughout Napa County who experience increased levels of depression, anxiety, trauma, and stress. Many clients are monolingual Spanish speakers who face cultural, linguistic, and financial barriers when seeking traditional mental-health services. The program prioritizes individuals with limited access to care and focuses on early intervention and prevention strategies designed to reduce emotional distress, prevent symptom escalation, and improve overall well-being.

#### **Program Description and Goals**

As Napa County continues to recover from the pandemic, many vulnerable residents continue to experience significant personal challenges, including heightened anxiety, depression, trauma, and family instability. The Bridges Community Mental Health Program was developed to address these ongoing needs by providing short-term, early-intervention therapy in accessible, familiar settings and through telehealth. The program uses evidence-based approaches to promote emotional stability, improve functioning, and prevent the need for higher levels of care.

#### **Program Goals:**

- Identify clients at risk for self-harm and provide early intervention.
- Screen for suicidal ideation and risk factors throughout treatment.
- Provide crisis support and safety planning to maintain client stability.
- Deliver brief therapy and early-intervention services in accessible and culturally competent settings.
- Improve clients' mental health by reducing distress, depression, and anxiety while preventing worsening symptoms and promoting daily functioning.

## Key Activities and Services

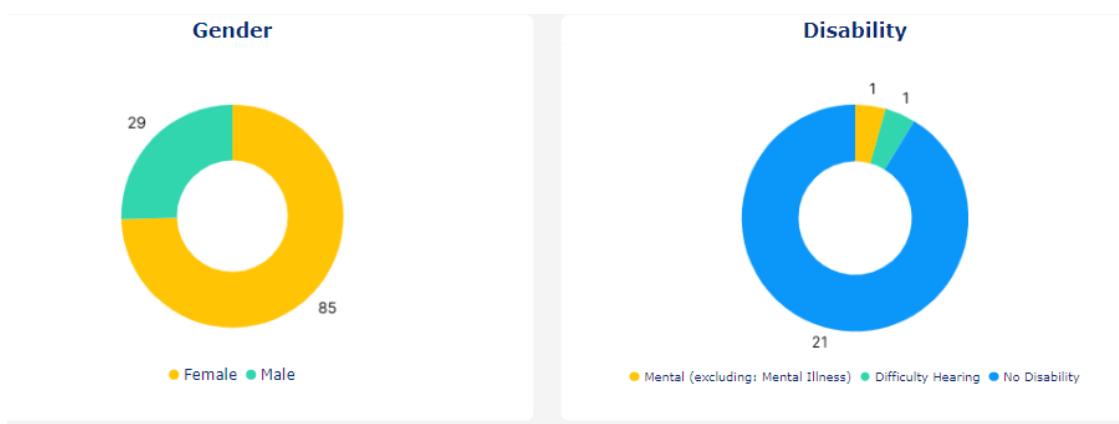
During FY 23–24, Mentis provided early-intervention and brief therapy to uninsured and underinsured adults across Napa County using evidence-based treatment modalities, including Cognitive Behavioral Therapy (CBT), Cognitive Processing Therapy (CPT), and Motivational Interviewing (MI).

Core activities included comprehensive assessments, risk screenings, and the delivery of 8–15 therapy sessions per client, typically lasting 50–60 minutes each. Clinicians provided care coordination with referring agencies, linked clients to community resources, and maintained bilingual service delivery to ensure access for Spanish-speaking residents. Crisis intervention and safety planning were also offered when clients presented with acute distress.

Throughout the fiscal year, Mentis delivered more than 860 therapy sessions to 97 clients, offering accessible, short-term mental-health support to community members who might otherwise remain unserved.

## Demographics





### Estimated individuals served and cost per client:

Age	FY 23-24 Individuals Served	FY 24-25 Program moved to CSS Funding	FY 25-26 Program moved to CSS Funding
0-15 Children/Youth	0		
16-25 TAY	0		
26-59 Adults	97		
60+ Older Adults	0		
Total	114		
Contract amount	\$150,000		
Cost per client	\$1,315.79		

### Outcome Highlights

The Bridges Program achieved strong outcomes during FY 23–24, demonstrating meaningful reductions in depression, anxiety, and trauma symptoms among participants. Clients received individualized early-intervention therapy, with most showing measurable improvement across standardized clinical measures.

By year-end, 69% of clients reported improved emotional health, 87% reported reduced depression symptoms, and 75% reported decreases in both anxiety and trauma symptoms. Clients also described enhanced coping skills, stronger emotional regulation, and improved functioning in daily life.

These results highlight the program's success in delivering culturally responsive, accessible mental-health care to underserved adults in Napa County and align with its prevention and early-intervention objectives.

### Challenges and Adaptations

While the program achieved significant progress, clinicians noted an increase in both the severity

and complexity of clients' mental-health needs compared to prior years. Many individuals continued to experience prolonged stress due to economic hardship, family strain, chronic health conditions, and post-pandemic uncertainty. These factors extended treatment duration and required higher levels of clinical support.

To adapt, Mentis expanded telehealth availability, increased crisis-response capacity, and enhanced care coordination with community partners and healthcare providers. The program also relied on bilingual clinicians to provide culturally and linguistically appropriate support, ensuring equitable service delivery for monolingual Spanish-speaking clients.

Despite these challenges, the Bridges Program successfully met its annual targets and maintained strong engagement, providing effective, compassionate, and timely mental-health care to Napa County's underserved adult population.

### **Prevention Program Name:**

**Molly's Angels Comprehensive Assistance and Resources for Elderly (CARE)**

#### **Target Population**

The Molly's Angels CARE Program serves older adults aged 60 and above living in low-income and rural communities throughout Napa County, including Up Valley regions. The program primarily supports individuals experiencing social isolation, limited mobility, or barriers to transportation and healthcare access. Participants often face chronic medical conditions, disabilities, or limited social supports. The program is inclusive of both English and Spanish-speaking seniors, with a focus on reaching monolingual Hispanic older adults through targeted bilingual outreach and culturally responsive engagement.

#### **Program Description and Goals**

The Molly's Angels CARE Program provides comprehensive outreach, engagement, transportation, and mental health screening services designed to enhance the quality of life for older adults across Napa County. The program reduces the risks associated with social isolation, geriatric depression, and poor health outcomes by connecting older adults with caring volunteers, consistent communication, and wrap-around supportive services. Through this prevention-based model, participants maintain independence, access essential resources, and build social connections that support long-term well-being.

#### **Program Goals:**

- Decrease social isolation and loneliness among older adults.
- Increase access to transportation, healthcare, and social supports.
- Provide early identification and referral for depression or loneliness.
- Promote inclusion, well-being, and independence through consistent engagement.

## **Key Activities and Services**

Older adults are at heightened risk for depression and loneliness due to life transitions, the loss of loved ones, and mobility or health challenges. To address these needs, Molly's Angels implements a comprehensive prevention model that integrates transportation, outreach, and volunteer-driven engagement with evidence-based mental health screening and follow-up.

The program provides free, door-to-door transportation to medical and social appointments, enabling older adults to access care, maintain independence, and reduce the stress associated with missed or delayed services. In FY 23–24, over 4,000 rides were provided across the county. The Hello Molly Care Calls program offers consistent, friendly phone check-ins that reduce loneliness and provide an opportunity to screen for emerging mental health concerns. Volunteers completed more than 1,400 calls during the fiscal year, including birthday wellness check-ins guided by the UCLA Loneliness Scale.

Each client receives a Short Form Geriatric Depression Scale and UCLA 3-Item Loneliness Screening, with results used to determine appropriate referrals to programs such as Mentis Healthy Minds Healthy Aging, Providence Community Health, Napa County APS, and Up Valley Family Centers. In FY 23–24, over 430 screenings were completed, including 38 in Spanish for clients who do not speak English. Staff and volunteers also completed Mental Health First Aid and QPR Gatekeeper suicide prevention training to strengthen early identification and support capacities.

## **Client Demographics and Service Volumes (FY 23–24)**

During FY 23–24, Molly's Angels served more than 1,600 seniors across Napa County. The majority of participants identified as female and White or Latino, with a growing proportion of monolingual Spanish-speaking older adults engaged through bilingual outreach. The program maintained a strong Up Valley presence, with staff regularly stationed at Rianda House in St. Helena and the Up Valley Family Center in Calistoga.

Across the fiscal year, the program achieved:

- 3,000–4,000 rides per quarter (averaging 370–420 per month).
- Approximately 1,400 Care Calls annually, including 275 birthday wellness check-ins.
- 40–80 new clients enrolled per quarter.
- Over 430 mental health screenings completed with ongoing follow-up calls and referrals.

**Estimated individuals served and cost per client:**

Age	FY 23-24 Individuals Served	FY 24-25 Projected Individuals Served	FY 25-26 Projected Individuals Served
0-15 Children/Youth			
16-25 TAY			
26-59 Adults			
60+ Older Adults	1,656	1,656	1,656
Total	1,656	1,656	1,656
Contract amount	\$103,680	\$144,000	\$144,000
Cost per client	\$63	\$87	\$87

**Outcome Highlights**

The CARE Program demonstrated measurable success in increasing social connectedness, improving access to care, and promoting early identification of mental health needs. Ninety-eight percent of participants reported feeling more connected and supported after participating in the program, and 92 percent were able to attend medical appointments they otherwise would have missed.

Molly's Angels strengthened collaboration and outreach by joining the Napa County Mental Health Stakeholder Advisory Committee, developing and distributing a bilingual Mental Health Resource Booklet, and hosting or attending more than a dozen community events, including health fairs, farmers markets, and senior wellness gatherings. The program's ongoing partnership with local radio through the Senior Moments show provided education on topics such as mental wellness, caregiving, and community resources.

Volunteer engagement expanded significantly, with new bilingual volunteers recruited and trained in suicide prevention and Mental Health First Aid. These combined efforts enhanced the program's capacity to identify at-risk seniors and provide early, preventive support.

**Challenges and Adaptations**

The program continued to face challenges related to volunteer recruitment, transportation coordination in rural areas, and technology barriers that limit older adults' ability to access digital resources. In response, Molly's Angels strengthened collaboration with senior centers, churches, and community partners to identify isolated seniors and recruit new volunteers. The organization implemented scheduling improvements and route optimization to increase transportation reliability and expanded bilingual outreach and printed materials to ensure accessibility for Hispanic participants.

Partnerships with Providence Community Health provided ongoing Mental Health First Aid training for staff and volunteers, reinforcing a compassionate, prevention-focused approach.

These adaptations have improved service coordination, broadened outreach, and deepened the program's connection to Napa County's diverse older adult population, solidifying its role as a cornerstone of the county's prevention and early intervention network.

## **Prevention Program Name:**

### **NEWS Kids Exposed to Domestic Violence (KEDS)**

#### **Target Population**

The NEWS Kids Exposed to Domestic Violence (KEDS) Program serves children and youth ages 3 to 18 who have witnessed or experienced domestic violence in their homes. Many participants come from low-income, single-parent households that also face housing instability, trauma, or limited access to behavioral health resources. The program also engages non-abusive parents or caregivers to strengthen their capacity to support their children's recovery. Services are available in both English and Spanish, ensuring cultural and linguistic responsiveness to Napa County's diverse families.

#### **Program Description and Goals**

The KEDS Program provides trauma-informed prevention and early intervention services to children and families affected by domestic violence. Through case management, parent and child support groups, and strong collaboration with local partners, the program works to reduce the emotional and behavioral effects of trauma, build protective factors, and prevent the long-term mental health consequences associated with exposure to violence.

#### **Program Goals:**

- Reduce the emotional and behavioral impacts of witnessing domestic violence.
- Strengthen parent-child attachment and family stability through education and guided interventions.
- Increase coping skills, resilience, and social-emotional regulation in children.
- Improve access to culturally responsive mental health supports in both English and Spanish.
- Strengthen cross-agency collaboration and referral pathways to ensure timely, coordinated care for families.

#### **Key Activities and Services**

KEDS employs a three-pronged approach to addressing the needs of children and parents impacted by domestic violence.

##### **1. Case Management and Family Support:**

The KEDS Advocate conducts intakes and assessments with families referred by NEWS' crisis and emergency response teams. Each family receives individualized support to identify needs,

connect to community resources, and access flexible financial assistance for essentials such as school supplies, children’s activities, and utilities. In FY 23–24, 52 families were enrolled in the KEDS Program, and 12 families received in-depth trauma-informed case management.

**2. Parent and Child Support Groups:**

In partnership with Mantis, NEWS hosted two twelve-week closed support groups for parents and children—offered in both English and Spanish. Approximately 13 families, including 10 children, participated in FY 23–24. Sessions integrated lessons from *A Window Between Worlds* to help children express feelings, understand boundaries, and learn healthy coping mechanisms. Parents attended parallel sessions focused on emotional regulation, parenting after trauma, and nurturing positive family relationships.

**3. Collaboration and Community Education:**

NEWS facilitated quarterly KEDS Collaborative Meetings bringing together community partners such as schools, child welfare agencies, and therapeutic childcare providers to improve coordination and referrals. KEDS staff also participated in community prevention events, including COPE’s Kids Day, Walk a Mile in Her Shoes, and outreach at local middle schools to raise awareness of the effects of domestic violence on children and available services.

**Client Demographics and Service Volumes (FY 23–24)**

By the close of FY 23–24, the KEDS Program had served over 50 families, including more than 80 children across Napa County. The majority of children served were between the ages of 3 and 10, with most families identifying as Latino. About 40% of services were delivered in Spanish, reflecting the County’s ongoing emphasis on cultural and linguistic accessibility.

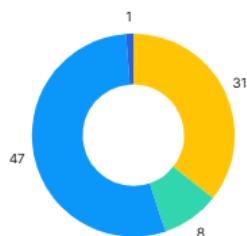
Flexible financial assistance totaling \$10,000 supported essential needs that strengthened family stability. Parents and caregivers participated in structured case management meetings at least twice during enrollment, and many continued engagement through support groups or referrals to ongoing therapy.

## Demographics

### Total Clients Served:

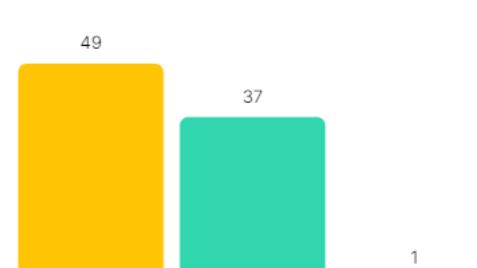
87

#### Age



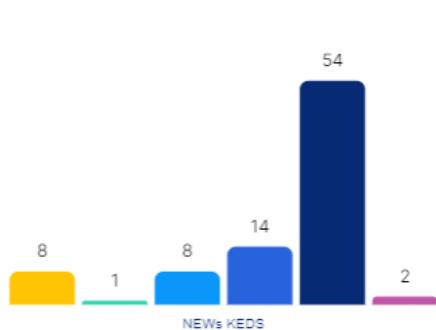
● Children/Youth (0-15) ● Transition Age Youth (16-25) ● Adult (26-59)  
● Declined to Answer

#### Language



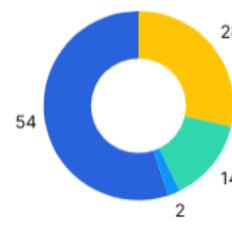
● English ● Spanish ● Unknown/Not Reported

#### Race



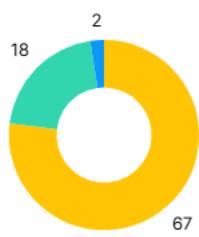
● American Indian or Alaska Native  
● Black/African American  
● Other Race  
● Race Not Available/Unknown  
● White  
● Decline to Answer (R)

#### Ethnicity



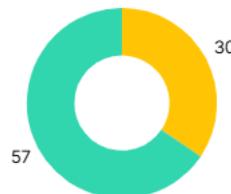
● Mexican American/Chicano ● Not Hispanic  
● Other Hispanic/Latino ● Unknown/Not Reported

#### Gender



● Female ● Male  
● Unknown/Decline to Answer

#### Sexual Orientation



● Heterosexual/Straight  
● Unknown/Declined to State

#### Disability



● Mental (excluding: Mental Illness)  
● Physical/Mobility ● No Disability

**Estimated individuals served and cost per client:**

Age	FY 23-24 Individuals Served	FY 24-25 Contract not renewed	FY 25-26 Contract not renewed
0-15 Children/Youth	31		
16-25 TAY	8		
26-59 Adults	47		
60+ Older Adults	0		
Decline to state	1		
Total	87		
Contract amount	\$130,054		
Cost per client	\$1,495		

**Outcome Highlights**

KEDS achieved measurable improvements in both parental confidence and child emotional wellness during FY 23–24:

- 67% of parents reported improved ability to meet their children’s basic needs and observed their children being “more calm” and “less anxious.”
- 100% of parents completing post-group surveys indicated increased confidence in supporting their children’s emotional recovery.
- 80% of parents reported decreased anxiety and stress among their children after participating in support groups.
- Increased access to bilingual counseling and peer-based healing supports in Napa County, with tailored Spanish-language groups for parents of children exposed to domestic violence.
- Strengthened interagency partnerships through quarterly KEDS Collaborative Meetings and active participation in countywide prevention events.

Parents and children demonstrated improved coping skills, communication, and emotional regulation—protective factors that reduce the likelihood of developing severe mental health symptoms later in life.

**Challenges and Adaptations**

The program encountered challenges with client engagement and follow-up, as many parents navigating post-crisis transitions faced competing priorities such as housing, employment, and childcare. Low enrollment in case management reflected these real-world barriers.

To adapt, NEWS modified the engagement process by implementing shorter, bi-weekly check-ins instead of weekly meetings, offering flexible scheduling, and re-framing case management as supportive coaching to increase participation. NEWS also strengthened its collaboration with Napa Valley Unified School District and other partners to improve referral systems and co-hosted bilingual outreach presentations for social workers and parent liaisons.

Additional adaptations included enhanced trauma-informed training for staff, streamlined intake procedures, and expanded outreach to Up Valley communities. These efforts helped sustain engagement and ensure that both parents and children received compassionate, culturally responsive support during recovery.

### **Prevention Program Name:**

**NVEF Wellness Centers as Hubs for Access & Intervention**

**Napa Valley Education Foundation (NVEF) – Wellness Centers as Hubs for Access and Intervention**

### **Target Population**

The NVEF Wellness Centers serve students throughout Napa County's elementary, middle, and high schools, ensuring equitable access to behavioral-health screenings, prevention education, and early-intervention services. The program primarily supports children and transition-age youth (ages 10–25) who experience social, emotional, and academic challenges related to trauma, stress, or isolation caused by natural disasters, economic hardship, and the COVID-19 pandemic. The Wellness Centers are designed to meet the diverse needs of Napa County's student population, providing bilingual and bicultural supports for Hispanic and Latino youth, who represent the majority of participants. The program's focus on early identification and culturally responsive care ensures that all students can access help within trusted school environments before issues escalate.

### **Program Description and Goals**

The NVEF Wellness Centers as Hubs initiative creates safe, accessible spaces on school campuses where students can receive mental-health screenings, counseling, and linkages to wellness supports. Each Wellness Center serves as a centralized hub for prevention and early-intervention activities coordinated among students, educators, parents, and behavioral-health professionals. By embedding services directly within schools, the program helps normalize conversations about mental health, reduce stigma, and ensure that students receive timely, appropriate support.

This model aligns with the California Department of Education's Multi-Tiered System of Support (MTSS) and the Mental Health Services Act (MHSA) Prevention and Early Intervention (PEI) goals of reducing risk factors and promoting resilience among youth. Through collaboration with Napa

County Behavioral Health, Mentis, and community partners, the program bridges educational and mental-health systems to support whole-child wellness.

#### **Program Goals:**

- Provide universal behavioral-health screenings for all secondary students using the Strengths and Difficulties Questionnaire (SDQ).
- Identify and support students who meet criteria for Tier 2 and Tier 3 levels of care through school-based counseling or community referral.
- Increase students' coping skills, resilience, and awareness of available mental-health resources.
- Train all instructional staff in equity-based, trauma-informed Social Emotional Learning (SEL) practices.
- Ensure culturally and linguistically responsive access to services for all students.

#### **Key Activities and Services**

NVEF employs a comprehensive, school-based prevention model centered on collaboration, early identification, and student empowerment. All middle and high school students receive behavioral-health screenings using the SDQ to assess emotional well-being and identify those who may need additional support. Screening results are reviewed collaboratively by counselors, teachers, and administrators to determine appropriate interventions and ensure early connection to care.

Wellness Centers operate in four middle schools and three high schools across the district. Each site is staffed with a school counselor or licensed social worker who provides one-on-one counseling, group sessions, crisis intervention, and ongoing support. In partnership with VOICES Napa, a full-time Youth Outreach Coordinator provides peer engagement and mentoring services, fostering trust and helping to reduce the stigma surrounding mental-health care. The program also ensures that students and families are connected to community-based providers, including Napa County Behavioral Health and Mentis, for higher levels of care when needed.

Additionally, all instructional staff received equity-based and trauma-informed Social Emotional Learning (SEL) training, strengthening the ability of teachers and school staff to identify early signs of distress and support student well-being within the classroom. Across all sites, the program recorded between 200 and 300 student visits each week at high-school Wellness Centers, demonstrating the strong reach and relevance of these services.

#### **Client Demographics and Service Volumes (FY 23–24)**

During FY 23–24, the Wellness Centers served a total of 130 students across participating schools. Of those, 34 were children and youth ages 0–15, and 96 were transition-age youth ages 16–25. The majority of participants identified as Hispanic/Latino (73%), reflecting the program's strong engagement with bilingual students and families. In terms of race, most participants identified as

White (86%), with smaller proportions identifying as Asian (3%) and American Indian/Alaska Native (1%).

Of the 68 students who reported gender identity, 39 identified as female, 24 as male, and 5 declined to answer. The total contract amount for FY 23–24 was \$310,359, resulting in an average cost per client of \$2,387.38. These data reflect consistent outreach and service delivery across multiple schools and support the program's focus on equitable access to prevention and early-intervention services for Napa County youth.

## Demographics



**Estimated individuals served and cost per client:**

Age	FY 23-24 Individuals Served	FY 24-25 Contract Terminated	FY 25-26 Contract Terminated
0-15 Children/Youth	34		
16-25 TAY	96		
26-59 Adult	0		
60+ Older Adult	0		
Total	130		
Contract amount	\$310,359		
Cost per client	\$2,387.38		

**Outcome Highlights**

The NVEF Wellness Centers have become an essential component of Napa County's school-based behavioral-health network. During FY 23–24, the program successfully implemented universal behavioral-health screenings for all secondary students and achieved full participation of instructional staff in trauma-informed SEL training. The Wellness Centers consistently maintained high levels of student engagement, averaging 200–300 weekly visits at high-school sites.

Students who accessed Wellness Center services demonstrated measurable improvements in coping skills, self-regulation, and resilience. Teachers and administrators observed greater classroom participation and fewer behavioral disruptions among students who regularly used the centers. The program's strong emphasis on peer support, wellness education, and stigma reduction has helped normalize help-seeking behaviors among students.

These outcomes collectively highlight the effectiveness of embedding prevention and early-intervention services directly within school environments, ensuring that mental-health support is accessible, responsive, and aligned with students' day-to-day experiences.

**Challenges and Adaptations**

The NVEF Wellness Centers continue to face challenges related to staff capacity, fluctuating funding, and rising demand for youth mental-health services. The ongoing behavioral-health workforce shortage and the need to maintain stable funding streams have been significant barriers to sustaining program growth.

In response, NVEF implemented several adaptations to strengthen continuity of care and service delivery. The organization cross-trained counselors and school staff to ensure consistent coverage across campuses, expanded telehealth counseling options when in-person services were unavailable, and launched a peer wellness ambassador program to promote outreach and student engagement. Additionally, NVEF deepened collaboration with Napa County Behavioral

Health and other community agencies to enhance referral pathways and leverage shared resources.

Despite these challenges, the Wellness Centers have maintained consistent, high-quality services that prioritize prevention, accessibility, and student-centered care. Their continued operation represents a key achievement in building a sustainable, school-based system of mental-health support in Napa County.

### **Prevention Program Name:**

**On The Move – VOICES Napa: Guaranteed Income for Foster Youth**

#### **Target Population**

The Guaranteed Income for Foster Youth Program serves transition-age youth (TAY) ages 16–25 in Napa County who are currently or formerly in the foster-care system. These young adults are among the most vulnerable members of the community, often facing housing instability, food insecurity, limited access to health care, and barriers to financial independence. The program specifically targets youth receiving Extended Foster Care (EFC) and Medi-Cal benefits, ensuring that participation does not negatively impact their eligibility for public assistance. The initiative provides bilingual and culturally responsive support to ensure equitable access for all participants, particularly those from historically marginalized backgrounds.

#### **Program Description and Goals**

The VOICES Napa: Guaranteed Income for Foster Youth Program, implemented by On The Move (OTM) in collaboration with Napa County Behavioral Health and Child Welfare Services, was established to address the economic and mental-health challenges faced by former and current foster youth. Financial insecurity and instability have been identified as key contributors to chronic stress, depression, and anxiety among young adults exiting foster care. This pilot program combines unconditional monthly cash payments with LIFE coaching and financial education to stabilize participants' income and improve mental health, housing, employment, and educational outcomes.

The program aligns with MHSA's Prevention and Early Intervention (PEI) priorities by reducing risk factors associated with poverty, trauma, and system involvement, and by fostering protective factors such as self-determination, financial literacy, and stable housing.

#### **Program Goals:**

- Provide 18 months of guaranteed income payments to foster youth participants to improve financial stability and reduce stress.
- Deliver monthly LIFE coaching and financial education sessions tailored to each participant's goals.

- Ensure program income does not interfere with Medi-Cal, CalFresh, or CalWORKs eligibility by maintaining benefit exemptions.
- Strengthen youth financial resilience, credit awareness, and long-term planning skills.
- Enhance participant well-being by reducing financial stress and promoting emotional and mental stability.

### **Key Activities and Services**

The program was implemented in three phases: Planning, Enrollment, and Disbursement.

During the Planning Period, VOICES developed the program design, created application materials, and collaborated with Napa County staff to obtain waivers from the California Department of Social Services (CDSS) to ensure that guaranteed-income payments would be excluded from benefits calculations for CalWORKs and CalFresh. Staff also worked closely with youth to prepare applications, gather necessary documents, and establish personal budgets and financial goals.

In the Enrollment Phase, VOICES assessed youth for eligibility, provided benefits counseling, and enrolled 17 participants. Among them, 86% were enrolled in Medi-Cal, 57% received Extended Foster Care benefits, and 36% received Transitional Housing Program (THP) housing support. Each youth collaborated with a LIFE coach to establish personal goals related to housing, education, employment, and financial independence.

The Disbursement Phase began in January 2024, with participants receiving \$1,000 monthly payments via check or direct deposit. VOICES assisted participants without bank accounts in establishing one through local banking partnerships. Youth met monthly with VOICES staff and, when applicable, their social worker or probation officer to participate in LIFE coaching sessions focused on financial literacy, goal setting, and resource connection.

### **Client Demographics and Service Volumes (FY 23–24)**

A total of 17 youth were enrolled in the Guaranteed Income Program during FY 23–24. All participants were transition-age youth (ages 16–25).

## Demographics

### Total Clients Served:

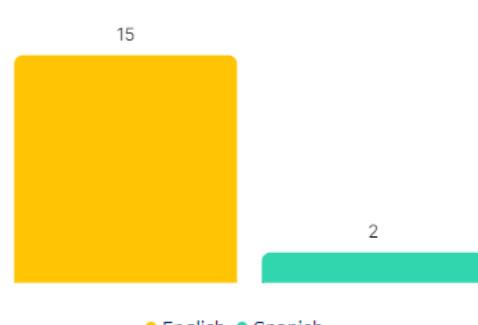
17

#### Age



● Transition Age Youth (16-25)

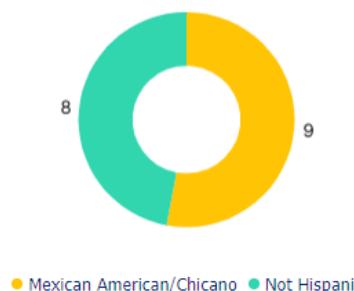
#### Language



#### Race



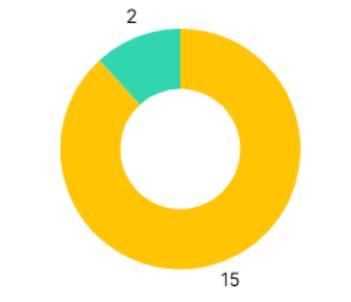
#### Ethnicity



#### Gender



#### Sexual Orientation



#### Disability



**Estimated individuals served and cost per client:**

Age	FY 23-24 Individuals Served	FY 24-25 Projected Individuals Served	FY 25-26 Contract not renewed
0-15 Children/Youth	0	0	
16-25 TAY	17	17	
26-59 Adult	0	0	
60+ Older Adult	0	0	
<b>Total</b>	<b>17</b>	<b>17</b>	
Contract amount	\$146,098	\$86,956	
Cost per client	\$8,594	\$5,115	

**Outcome Highlights**

The Guaranteed Income for Foster Youth Program produced strong early results during its first six months of implementation. All 17 youth received program orientation and began receiving monthly payments in January 2024. VOICES conducted a midyear progress survey to assess financial and emotional well-being.

Key outcomes include:

- 53% of participants used their payments to cover unexpected expenses, avoiding new debt.
- 50% reported decreased financial stress within six months of program enrollment.
- 80% reported progress toward achieving financial goals such as securing housing, paying for education, or saving for transportation.
- 100% of participants received LIFE coaching, financial education, and benefits counseling.

Additionally, many participants opened their first bank accounts and established consistent monthly budgets, representing meaningful steps toward independence. By reducing financial stressors, the program contributed to improved self-confidence, decision-making, and mental health among participants.

**Challenges and Adaptations**

Initially, determining program eligibility and navigating the complexities of Extended Foster Care requirements presented challenges. VOICES collaborated with Napa County Child Welfare Services to clarify eligibility criteria, ensuring the inclusion of as many eligible youth as possible without affecting their public benefits.

Recruitment also required targeted outreach to reach youth who were eligible but hesitant to enroll due to confusion about benefit impacts. To address this, VOICES staff conducted one-on-

one information sessions and coordinated with probation officers, independent living program specialists, and caseworkers.

As a pilot initiative, the program continues to adapt its evaluation framework in alignment with the statewide Guaranteed Income pilot led by the Urban Institute, allowing Napa County's results to contribute to a broader understanding of guaranteed-income impacts on foster youth well-being.

### **Prevention Program Name:**

**Up Valley Mentoring Program (CLARO/A)**

#### **Target Population**

The CLARO (Challenging Latinos to Access Resources and Opportunities) and CLARA (Challenging Latinas through Awareness, Resources, and Action) programs serve Latinx middle and high school students and their families in the St. Helena and Calistoga areas. These Up Valley communities experience limited access to behavioral-health services, particularly for youth and Spanish-speaking families. CLARO/A focuses on youth mentorship, leadership development, and mental health prevention, providing culturally grounded support that integrates family engagement, academic guidance, and community involvement.

#### **Program Description and Goals**

The CLARO/CLARA Mentorship Program was established to address disparities in mental-health awareness and access among Latinx youth in rural Up Valley areas. Through school-based mentoring, leadership activities, and family engagement, the program builds confidence, fosters resilience, and helps youth navigate academic, social, and emotional challenges. Mentors incorporate Latinx cultural traditions and values while promoting healthy lifestyles, emotional regulation, and self-advocacy.

The program's activities align with MHSA Prevention and Early Intervention (PEI) goals by reducing risk factors associated with isolation, stigma, and substance use while promoting protective factors such as leadership, peer support, and positive identity development. CLARO/A youth learn to identify signs of mental-health distress, practice help-seeking behaviors, and connect peers and families to appropriate resources.

#### **Program Goals:**

- Increase youth knowledge of mental health and available community resources.
- Build leadership skills, confidence, and positive cultural identity among Latinx youth.
- Reduce stigma around mental-health conversations in schools and families.
- Strengthen family engagement and promote healthy communication.

- Foster academic motivation, self-expression, and resilience through culturally grounded mentorship.

### **Key Activities and Services**

Throughout FY 23–24, CLARO/A mentors provided consistent school-based engagement and coordinated prevention activities in partnership with St. Helena and Calistoga Unified School Districts. Activities were aligned with the school calendar and community events to maximize participation.

In Fall 2023, the program supported Red Ribbon Week across both districts under the theme “*Be Kind to Your Mind*,” focusing on prevention, mental-health awareness, and healthy decision-making. Students organized classroom visits, art activities, and tabling events promoting wellness and substance-use prevention. CLARA alumni also supported a Parent Night in collaboration with Nimbus Arts and Teens Connect, combining art, mental-health education, and family bonding.

During Winter 2024, youth explored topics around healthy relationships as part of the program’s annual relationship unit. CLARA middle and high school groups organized their own Orange4Love Campaign on teen dating violence awareness, reaching more than 50 students through student-led activities. Youth also participated in the Napa Valley Wellness Conference, where several CLARA students presented on youth mental health, returning to share insights and lead peer discussions.

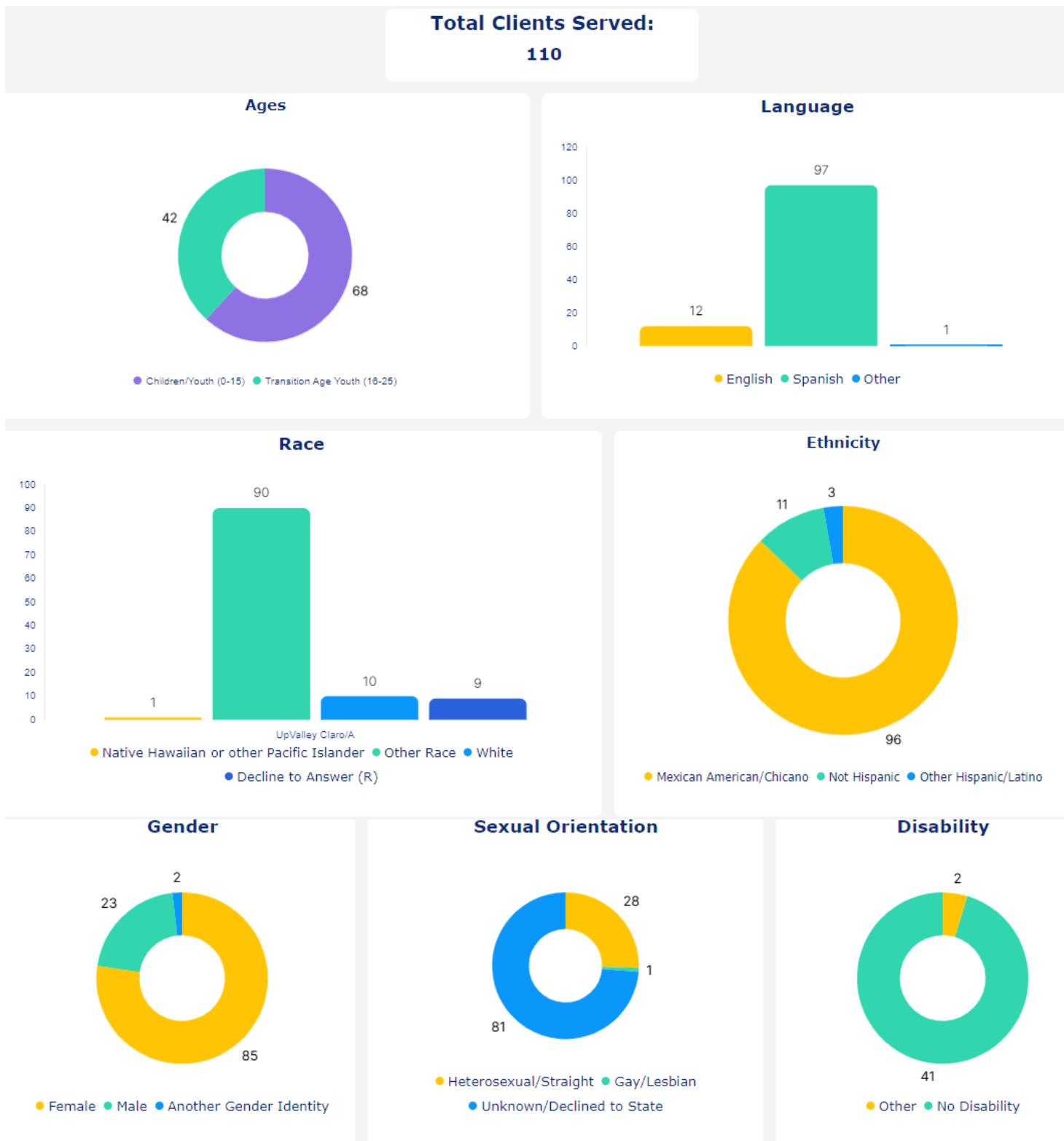
In Spring 2024, the program launched several major initiatives. A student-driven Mental Health Resource Fair at St. Helena High School marked the program’s first youth-led event of its kind. CLARA and CLARO participants coordinated with community partners including Aldea Behavioral Health, Nimbus Arts, and UpValley Family Centers’ Case Management Team. Concurrently, Calistoga students organized a Wellness Fair with interactive activities such as “Mental Health Rocks,” a self-care station, and a trivia challenge focused on coping strategies and emotional wellness.

The program also hosted UpValley Youth Adventures, college exploration and wellness trips to San Jose State University and UC Santa Cruz, where students reported increased confidence in pursuing higher education and understanding mental health supports available in college settings.

At the close of the school year, CLARO/A celebrated graduating seniors through its CLARO/A Scholar Highlights tradition—recognizing academic achievements, leadership contributions, and postsecondary goals.

## Client Demographics and Service Volumes (FY 23–24)

The CLARO/A Program served a total of 110 individuals during FY 23–24, primarily youth between the ages of 12 and 18. The majority of participants identified as Spanish-speaking Mexican American youth, reflecting the program's strong reach within Up Valley's Latinx community.



**Estimated individuals served and cost per client:**

Age	FY 23-24 Individuals Served	FY 24-25 Projected Individuals Served	FY 25-26 Projected Individuals Served
0-15 Children/Youth	68	68	68
16-25 TAY	42	42	42
26-59 Adults	0	0	0
60+ Older Adults	0	0	0
Total	110	110	110
Contract amount	\$19,500	\$19,500	\$19,500
Cost per client	\$177.27	\$177.27	\$177.27

**Outcome Highlights**

FY 23–24 marked a year of growth and youth leadership for the CLARO/A Program. Over 60 youth participated actively each semester across school sites, with engagement increasing through student-led activities. The first-ever student-driven Mental Health Resource Fair at St. Helena High School was a major milestone, empowering students to take ownership of promoting wellness and reducing stigma.

Youth-led fairs and prevention activities reached over 150 students countywide through school events, outreach, and community fairs. Feedback surveys indicated that participants felt more confident discussing mental health, recognized available resources, and developed stronger communication skills. Mentors observed improvements in students' academic motivation, emotional regulation, and peer relationships.

Several CLARA and CLARO youth received recognition as CLARO/A Scholars, highlighting the program's impact on leadership development and long-term engagement. Additionally, staff completed Cognitive Behavioral Intervention for Trauma in Schools (CBITS) and Support for Students Exposed to Trauma (SSET) training, enhancing their capacity to address trauma and stress among participants.

**Challenges and Adaptations**

The program experienced staffing challenges early in the fiscal year when the CLARO facilitator position became vacant, leading to a temporary reduction in direct mentoring for male participants. UVFC successfully filled this position in March 2024, onboarding a new Youth Program Coordinator who revitalized the CLARO component and supported joint CLARO/A projects.

To maintain program momentum during the transition, the CLARA mentor expanded her role to provide temporary mentoring to CLARO youth and collaborated with community partners to

sustain activities. UVFC also introduced peer mentoring opportunities for alumni to assist with events, enhancing continuity and leadership development.

The program continues to adapt to changing school dynamics and community needs by integrating trauma-informed practices, expanding family engagement, and increasing bilingual outreach to ensure equitable access for all Up Valley youth.

### **Prevention Program Name:**

**Up Valley Family Centers (UVFC) - Senior Wellness**

#### **Target Population**

The UVFC Senior Wellness Program serves older adults aged 60 and above living in Napa County's Up Valley region, including Calistoga, St. Helena, and nearby rural communities. The program primarily supports Latino older adults who experience barriers related to language, culture, transportation, and access to behavioral-health or social services. These challenges often increase the risk of social isolation, depression, and reduced engagement in community life. To address these needs, UVFC provides bilingual, culturally responsive services in trusted community settings such as senior housing sites, mobile-home parks, and local community centers. An intergenerational component connects older adults with youth volunteers, encouraging mentorship, cultural exchange, and mutual support.

#### **Program Description and Goals**

The Senior Wellness Program is a community-based prevention initiative designed to enhance the mental, physical, and social well-being of older adults through proactive engagement, education, and opportunities for connection. The program reduces loneliness and isolation—key risk factors for depression and health decline—by helping participants stay active, socially connected, and informed about available resources.

#### **Program Goals:**

- Increase social connection and community engagement among older adults.
- Promote healthy lifestyles through physical activity, education, and nutrition.
- Reduce the risk of depression and isolation among Latino seniors.
- Build cross-generational relationships through shared cultural and educational experiences.
- Improve awareness of and access to available health, mental-health, and social-service supports.

#### **Key Activities and Services**

During FY 23–24, UVFC implemented a wide range of outreach, wellness, and educational services supporting both individual and community-level prevention.

### **Outreach and Engagement:**

Program staff delivered multiple presentations and attended community events across Up Valley, including health fairs, fire-department outreach, and local radio segments. Through these efforts, UVFC reached approximately 639 individuals, increasing awareness of senior-focused behavioral-health and wellness resources. Two Senior Services Open Houses and a Senior Health Fair were hosted in Calistoga and St. Helena, each attracting strong participation.

### **Case Management and Linkages:**

UVFC provided individualized case management to 262 seniors, assisting with benefits applications, housing navigation, transportation, and referrals to behavioral-health and social-service programs. These supports helped older adults maintain stability and improved access to needed care.

### **Cross-Generational Latino Men's Wellness Group:**

A culturally focused Latino Men's Group engaged 10 older Latino men and 4 youth participants in bi-monthly sessions combining education, recreation, and peer connection. Sessions addressed topics such as mental-health awareness, technology use, financial literacy, and community resources. Participants also participated in group outings that fostered reflection, connection, and mutual support. All active members reported feeling more connected and less isolated.

### **Line Dancing and Nutrition Education:**

The program hosted 19 line-dancing and nutrition classes at community sites, reaching 53 participants. Using evidence-based materials from *Blue Zones Project* and other wellness initiatives, classes combined physical activity with healthy-eating education. Participants consistently reported improved mood, mobility, and social connection, with several continuing to meet informally after sessions concluded.

### **Client Demographics and Service Volumes (FY 23–24)**

- Older adults receiving case management/linkages: 262
- Individuals reached through outreach and engagement: 639
- Participants in line-dancing and nutrition classes: 53
- Participants in Latino Men's Group: 10 men and 4 youth

The majority of participants were Latino and Spanish-speaking seniors living in rural Up Valley communities.

**Estimated individuals served and cost per client:**

Age	FY 23-24 Individuals Served	FY 24-25 Projected Individuals Served	FY 25-26 Projected Individuals Served
0-15 Children/Youth			
16-25 TAY			
26-59 Adults	377	1	1
60+ Older Adults	262	9	9
Total	639	4,813	4,813
Contract amount	\$129,000	\$80,000	\$80,000
Cost per client	\$133.26	\$17	\$17

**Outcome Highlights**

The Senior Wellness Program demonstrated significant impact in reducing isolation and increasing engagement among older adults. Participants reported stronger connections with peers, greater awareness of available services, and improved access to support networks.

Key outcomes included:

- 100 percent of Latino Men's Group participants reported increased social connection and reduced isolation.
- Expanded partnerships improved referral systems for seniors requiring behavioral-health or case-management support.
- Volunteer-led classes maintained continuity of activities despite staffing changes.
- Participants reported enhanced emotional well-being, confidence, and sense of belonging through consistent participation.

Collectively, these outcomes highlight the program's effectiveness in promoting wellness, building social networks, and fostering resilience among older adults across Napa County's Up Valley region.

**Challenges and Adaptations**

UVFC faced challenges related to staff vacancies and volunteer turnover, which temporarily affected continuity of programming. Recruitment delays for group facilitators and the loss of a volunteer instructor impacted participation early in the year. In response, UVFC recruited new volunteers, consolidated classes at high-attendance sites, and leveraged community partnerships to sustain key activities.

Despite these challenges, the program successfully maintained strong engagement and demonstrated flexibility in meeting the evolving needs of older adults. Its bilingual, community-

based approach continues to strengthen prevention efforts and promote wellness among Napa County's senior population.

## **Early Intervention Programs**

Napa County's **early intervention programs** are designed to provide support at the first signs of mental health challenges. The **Napa County Office of Education (NCOE) Court and Community Schools SAP Program** offers targeted services to youth involved in the juvenile justice or alternative education systems, while the **Mentis Healthy Minds Healthy Aging Program** supports older adults experiencing early signs of depression or anxiety, helping them maintain independence and quality of life.

### **Early Intervention Program Name:**

**Napa County Office of Education (NCOE) - Court and Community Schools Student Assistance Program**

#### **Target Population**

The Court and Community Schools (CCS) Student Assistance Program (SAP) serves middle and high school students who have been expelled, referred by their school district, or placed through the juvenile court system. These youth often face multiple barriers, including exposure to trauma, family instability, behavioral challenges, and disrupted education. Many come from under-resourced or marginalized communities and are at high risk for academic disengagement, substance use, or contact with the justice system.

The program prioritizes children and transition-age youth (ages 12–25) who attend non-traditional school settings where behavioral-health needs are high and access to mental-health care is historically low. Services are culturally and linguistically responsive, ensuring equitable access for Latino and bilingual students who comprise a significant portion of the CCS population.

#### **Program Description and Goals**

The Student Assistance Program (SAP) provides school-based prevention and early-intervention behavioral-health services within Napa County's Court and Community Schools. The program embeds licensed social workers and Intervention Coordinators directly on school campuses to ensure students can access help in safe, familiar, and non-stigmatizing environments.

Students receive support through individual counseling, group sessions, case management, and referrals to community-based mental-health services when higher levels of care are needed. SAP staff use evidence-based screening tools and collaborate closely with educators, probation officers, and behavioral-health providers to ensure continuity of care and consistent follow-up.

**Program Goals:**

- Identify early signs of mental-health concerns through universal screening.
- Increase access to behavioral-health and support services for high-risk youth.
- Reduce barriers to care by providing services directly within school settings.
- Strengthen coping skills, self-regulation, and school engagement.
- Improve collaboration among education, probation, and mental-health systems to support holistic student well-being.

**Key Activities and Services**

The SAP operates as an integrated prevention and early-intervention model within Napa County's Court and Community Schools network.

**Behavioral-Health Screening:**

All students complete the Patient Health Questionnaire (PHQ-9) during enrollment to assess depressive symptoms and identify students in need of early intervention. Screening data help guide individualized care planning and referrals to mental-health professionals when appropriate.

**Individualized Support and Case Management:**

Social workers and Intervention Coordinators provide ongoing one-on-one counseling, behavioral support, and skill-building interventions. These sessions focus on developing healthy coping mechanisms, improving attendance, and reducing behavioral incidents.

**Group Services and Prevention Workshops:**

Students participate in small-group sessions addressing stress management, substance-use prevention, self-esteem, and emotional regulation. Activities are designed to promote positive peer relationships, enhance communication, and build resilience.

**Community Referrals and Coordination:**

The program maintains partnerships with Mentis, Aldea, Stanford Sierra Youth & Families, and the Student Behavioral Health Incentive Program (SBHIP). Through these partnerships, SAP ensures timely referrals and service linkage for students needing ongoing therapy or specialized behavioral-health care.

**Cross-System Collaboration:**

NCOE collaborates with Napa County Probation, Behavioral Health, and school district administrators to align behavioral-health and educational goals, ensuring that students transitioning between systems receive consistent support and follow-up.

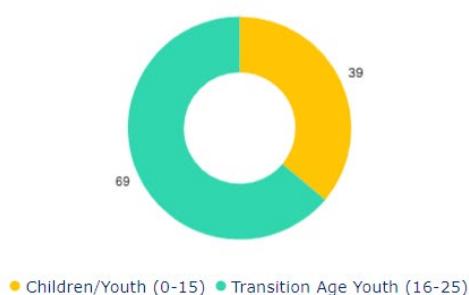
**Client Demographics and Service Volumes (FY 23-24)**

In FY 23-24, the SAP served 108 unique students across Court and Community School sites.

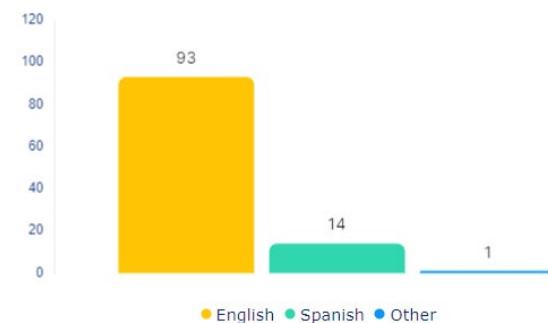
**Total Clients Served:**

**108**

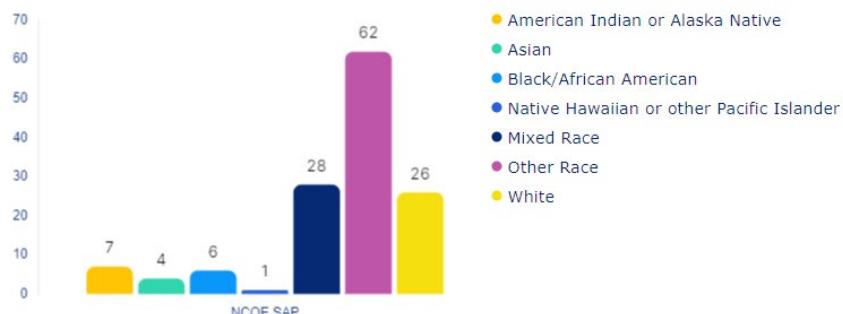
**Age**



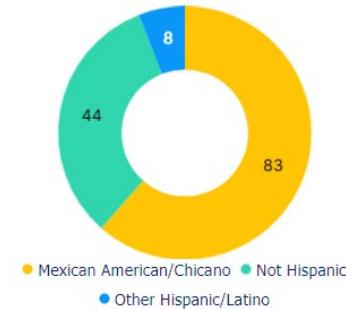
**Language**



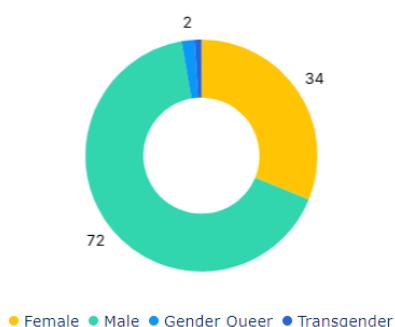
**Race**



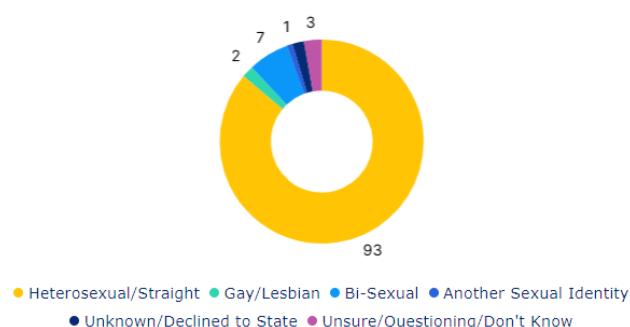
**Ethnicity**



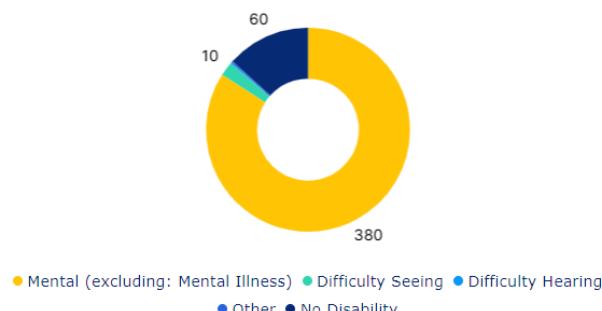
**Gender**



**Sexual Orientation**



**Disability**



**Estimated individuals served and cost per client:**

Age	FY 23-24 Individuals Served	FY 24-25 Projected Individuals Served	FY 25-26 Projected Individuals To Be Served
0-15 Children/Youth	39	48	48
16-25 TAY	69	65	65
26-59 Adults	0	0	0
60+ Older Adults	0	0	0
Total	108	113	113
Contract amount	\$80,000	\$80,000	\$80,000
Cost per client	\$740.74	\$707.96	\$707.96

**Outcome Highlights**

The Student Assistance Program demonstrated strong performance in early identification and intervention for students experiencing emotional distress, anxiety, and depressive symptoms.

- 100% of students were screened using the PHQ-9 depression assessment tool.
- Over 1,500 services were delivered, including individual and group counseling, prevention education, and referrals.
- 46 students were linked to external behavioral-health providers for continued treatment.
- Staff reported noticeable improvements in attendance, class participation, and peer interactions among students engaged in ongoing counseling.
- Many students demonstrated increased self-awareness and willingness to seek help for emotional or behavioral concerns.

These outcomes underscore the program's effectiveness in reducing barriers to behavioral-health care, improving student well-being, and supporting re-engagement in school for at-risk youth.

**Challenges and Adaptations**

High student turnover and short enrollment durations presented challenges to providing continuous care. Many students transitioned in and out of the program within weeks, requiring rapid engagement and flexible service delivery.

To address these challenges, SAP staff implemented telehealth and hybrid counseling options to maintain contact with students after transitions. Staff also received training in trauma-informed care and restorative practices, enhancing their ability to work effectively with youth affected by trauma, instability, or disciplinary histories.

Ongoing collaboration with probation officers, behavioral-health providers, and community agencies has helped strengthen referral systems, ensure warm handoffs, and expand access to culturally competent services for students and families.

## **Early Intervention Program Name:**

**Mentis Healthy Minds Healthy Aging (HMHA)**

### **Target Population**

The Healthy Minds Healthy Aging (HMHA) program serves older adults aged 60 and over, along with their caregivers, who face barriers to accessing behavioral health care. This includes individuals who are low-income, homebound, or living with chronic health conditions, disabilities, or mobility challenges. Many reside in rural or Up Valley communities and are **monolingual Spanish speakers**. HMHA ensures equity and inclusion by offering bilingual, culturally responsive services that promote wellness, prevent depression, and support engagement across Napa County.

### **Program Description and Goals**

HMHA is a community-based prevention and early intervention program designed to improve the emotional health, resilience, and quality of life of older adults. The program is led by Mentis and delivered in partnership with Collabria Care and Napa County Comprehensive Services for Older Adults, ensuring a coordinated approach to mental health, dementia care, and case management.

HMHA provides a continuum of care that includes screening, case management, peer outreach, and brief mental health treatment. Services are offered in-home, via telehealth, and in trusted community settings such as senior centers and faith-based locations to reach those who may otherwise be isolated or unable to access care.

### **Program Goals:**

- Reduce isolation and increase social connectedness among older adults.
- Decrease symptoms of depression and anxiety.
- Improve daily functioning and overall quality of life.
- Increase accessibility and affordability of behavioral health care through free, bilingual services.
- Provide services in trusted, community-based settings and through telehealth or home visits as needed.

### **Key Activities and Services**

The program provides a range of integrated prevention and early intervention services to support emotional well-being and social engagement among older adults.

### **Screening and Assessment:**

HMHA utilizes evidence-based screening tools to assess mental health and cognitive functioning, including the PHQ-9, GAD-7, SF-12v2, and Columbia Suicide Severity Rating Scale (C-SSRS). These tools identify early signs of depression, anxiety, and cognitive decline to guide individualized care planning.

### **Case Management and Coaching:**

Through the Program to Encourage Active, Rewarding Lives (PEARLS) model, bilingual case managers help clients set personal goals, manage symptoms, and stay connected to community supports. Staff assist clients in accessing medical care, housing, nutrition, and transportation resources to improve overall stability.

### **Therapy and Counseling:**

HMHA offers brief treatment therapy for mild-to-moderate mental health concerns, provided by licensed clinicians in English and Spanish. Sessions are delivered in the home, via telehealth, or at community sites, emphasizing cognitive-behavioral techniques, mindfulness, and emotional regulation.

### **Social Connectedness and Peer Support:**

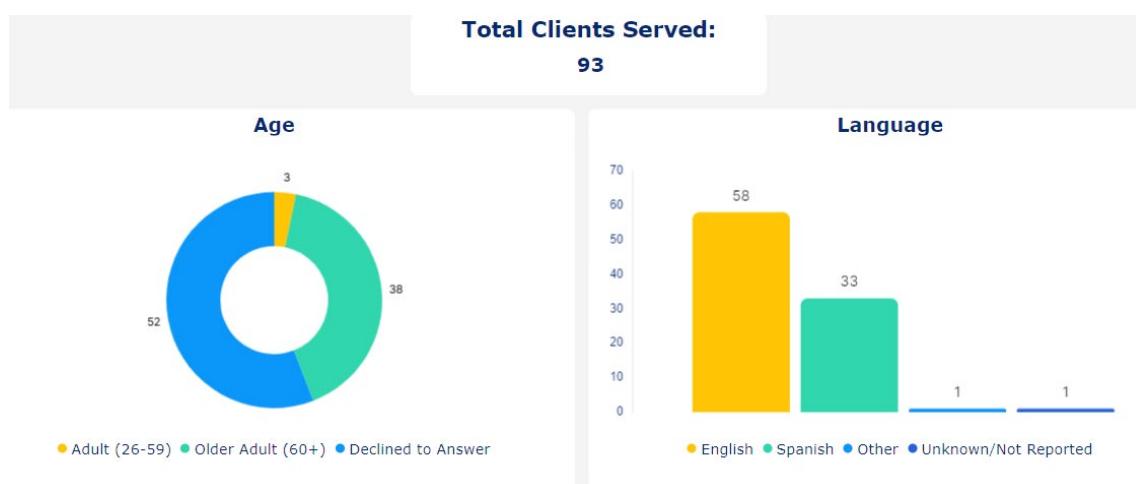
Peer Ambassadors—many of whom are former program participants—lead Wellness Cafés, bilingual support groups, and social engagement activities that promote inclusion and reduce loneliness. These activities encourage active aging, build confidence, and foster purpose through community involvement.

### **Community Outreach:**

HMHA staff conduct bilingual outreach throughout Napa County, offering mental health education, presentations, and community events at senior housing sites, faith-based institutions, and cultural centers. Outreach efforts reduce stigma and connect older adults to appropriate services.

### **Client Demographics and Service Volumes (FY 23–24)**

In FY 23–24, the HMHA program served **93 older adults** countywide.



## Napa County MHSA FY 25-26 to Three Year Plan for FY 23-24 to FY 25-26



### Estimated individuals served and cost per client:

Age	FY 23-24 Individuals Served	FY 24-25 Projected Individuals Served	FY 25-26 Program Terminated on 6/30/25
0-15 Children/Youth			
16-25 TAY			
26-59 Adult	55	8	
60+ Older Adult	38	89	
Total	93	97	
Contract amount	\$200,000	\$200,000	
Cost per client	\$2,150.54	\$2,061.86	

## Outcome Highlights

HMHA participants demonstrated significant improvements in mental health and well-being during FY 23–24. Among those completing pre- and post-assessments, more than 80% showed measurable improvement in depression and anxiety scores. Clients reported feeling more engaged, supported, and confident in managing their mental health.

The Senior Ambassador Program was a highlight of the year, empowering older adults to lead community activities, advocate for their peers, and introduce new learning opportunities—such as bilingual classes and social gatherings—to reduce isolation.

Community outreach expanded considerably, with bilingual workshops and events reaching hundreds of older adults across Napa County. These efforts helped normalize conversations about mental health and improved early identification of depression and anxiety among underserved seniors.

## Challenges and Adaptations

The program faced staffing transitions early in the fiscal year, including therapist turnover and delayed hiring for the bilingual case manager and outreach positions. These challenges were resolved mid-year, allowing services to return to full capacity.

HMHA also adapted to changing client needs as more seniors requested in-person therapy after years of pandemic-related telehealth. The program increased in-person availability while maintaining hybrid service options for homebound clients.

Looking forward, HMHA will continue strengthening outreach to Up Valley communities and collaborating with county and nonprofit partners to ensure accessible, culturally responsive mental health services for all older adults in Napa County.

## Stigma and Discrimination Reduction

Efforts to reduce stigma and discrimination are also central to Napa County's PEI strategy. The **LGBTQ Connection program**, operated by **On The Move**, creates safe, affirming spaces for LGBTQ+ individuals and provides education and advocacy to reduce bias and discrimination across the community. This work not only supports mental health directly but also fosters inclusion and community resilience.

### Stigma and Discrimination Reduction Program Name:

**On The Move - LGBTQ (Lesbian, Gay, Bisexual, Transgender, Queer) Connection**

## **Target Population**

The LGBTQ Connection program serves families of LGBTQ+ children and youth, with a strong focus on Latine families and Spanish-speaking households. The program also reaches educators, school staff, mental health professionals, and community providers who work with LGBTQ+ individuals. The Rise for Napa initiative specifically prioritizes underserved areas such as American Canyon and Up Valley, where culturally competent LGBTQ+ education and support are limited.

## **Program Description and Goals**

The LGBTQ Connection: Rise for Napa Program is a Prevention and Early Intervention (PEI) initiative addressing stigma and discrimination that affect how LGBTQ+ individuals are screened, assessed, and referred for mental health care. Using the RISE (Recognize, Intervene, Support, Empower) model—an evidence-based framework for fostering inclusion—the program empowers families, educators, and community organizations to create safer, affirming environments for LGBTQ+ youth.

Through bilingual education, training, and community partnerships, the program reduces isolation, promotes understanding, and strengthens family and community support systems for LGBTQ+ individuals across Napa County.

### **Program Goals:**

- Deliver bilingual training and education to expand awareness and support for LGBTQ+ youth and families.
- Reduce stigma and discrimination through outreach and inclusion initiatives.
- Engage parents and caregivers in family acceptance education to improve mental health outcomes for LGBTQ+ youth.
- Provide technical assistance and consultation to schools, providers, and agencies to enhance inclusivity.
- Increase visibility and belonging for LGBTQ+ residents through community events and outreach campaigns.

### **Key Activities and Services**

During FY 23–24, LGBTQ Connection implemented the Rise for Napa Program through direct education, training, and outreach activities that addressed stigma and improved community inclusion.

### **Training and Technical Assistance:**

The program conducted six bilingual trainings for professionals, educators, and service providers, exceeding the annual goal of 100 participants with a total of 130 trainees. Topics included family acceptance, gender diversity, inclusive communication, and the intersection of culture and

identity. Post-training evaluations showed that 95% of participants reported increased knowledge and readiness to implement inclusive practices.

#### **Family Engagement and Support:**

Through outreach and collaboration with community partners, the program **reached 1,353 parents, caregivers, and family members with bilingual materials on family acceptance** and LGBTQ+ inclusion. While only one caregiver attended a specialized RISE parent workshop, feedback highlighted strong interest in additional Spanish-language sessions in future cycles.

#### **Inclusive School Environments:**

LGBTQ Connection worked with local schools to design and distribute inclusion symbols and visual cues, such as stickers, posters, and banners promoting safe spaces for LGBTQ+ youth. Each participating school received an average of four inclusion symbols, exceeding the annual target.

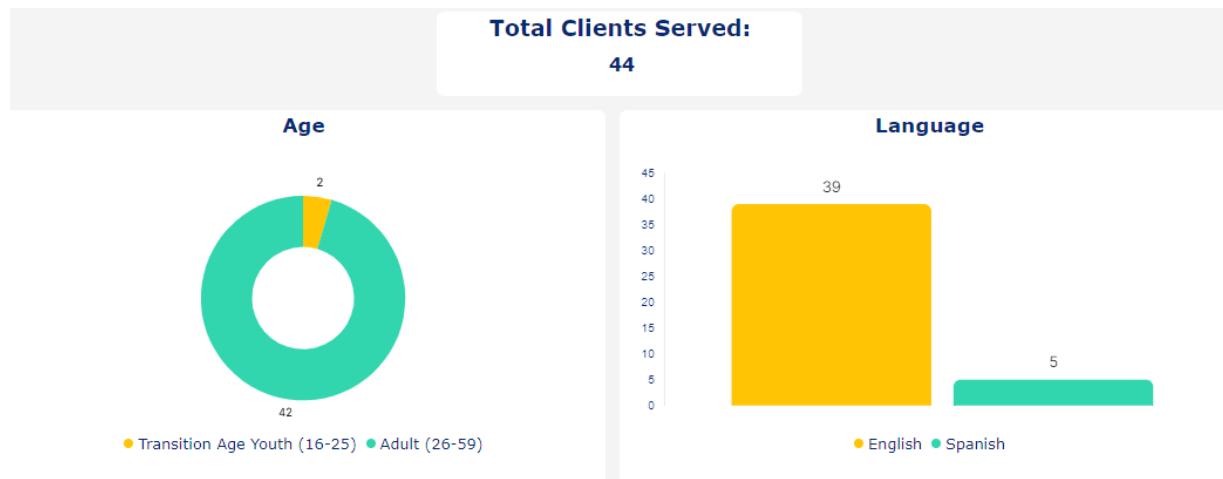
#### **Community Partnerships:**

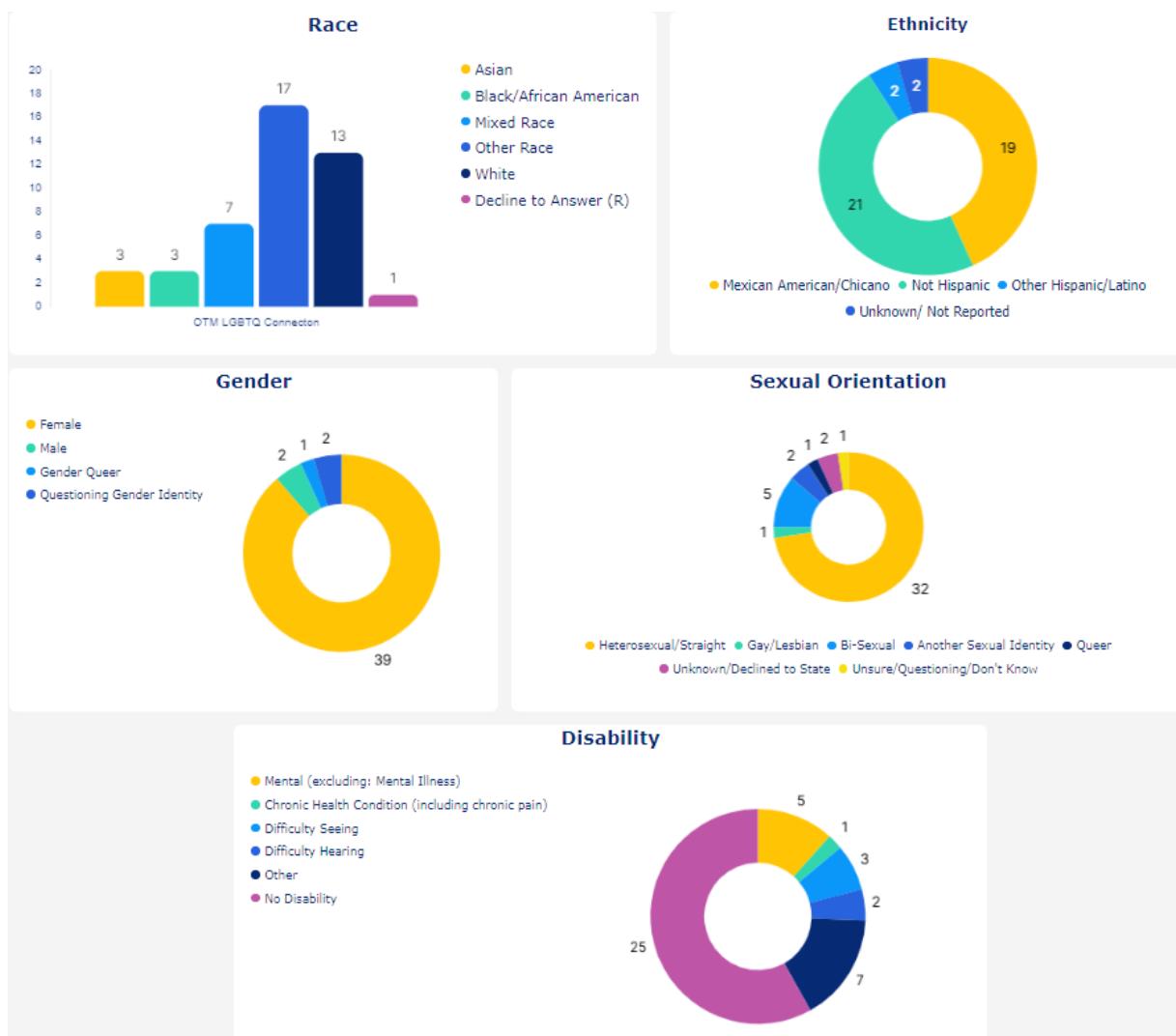
Collaborations with ParentsCAN, Aldea, COPE, UpValley Family Centers, and other local agencies were strengthened to enhance outreach and cross-referrals. These partnerships also supported recruitment for training participants and helped expand community engagement beyond central Napa.

### **Client Demographics and Service Volumes (FY 23–24)**

In FY 23–24, LGBTQ Connection served 44 individuals directly and reached 1,353 additional community members through family outreach and education. Demographic information was collected only for those individuals who received direct services.

#### **Demographics**





**Estimated individuals served and cost per client:**

Age	FY 23-24 Individuals Served	FY 24-25 Contract Terminated at Request of Contractor	FY 25-26 Contract Terminated at Request of Contractor
0-15 Children/Youth	0		
16-25 TAY	42		
26-59 Adult	2		
60+ Older Adult	0		
Total	44		
Contract amount	\$90,000		
Cost per client	\$2,045.45		

## Outcome Highlights

The Rise for Napa program achieved strong results in reducing stigma and improving community inclusion for LGBTQ+ residents in Napa County.

- **95% of trainees** reported increased understanding and confidence in implementing inclusive practices.
- **1,353 family members** received bilingual outreach and educational materials on LGBTQ+ family acceptance.
- **Inclusion symbols** were distributed across multiple schools, improving visibility and signaling safety for LGBTQ+ youth.
- **Community partnerships** expanded, strengthening collaboration among education, health, and social service systems.

These outcomes demonstrate the program's effectiveness in fostering belonging, promoting equitable treatment, and building a more inclusive environment for LGBTQ+ individuals and families.

## Challenges and Adaptations

Staff transitions impacted program capacity early in the fiscal year, particularly following the departure of the RISE Program Coordinator. Despite this, the team maintained outreach, delivered all planned trainings, and met or exceeded most targets.

Moving forward, LGBTQ Connection plans to expand bilingual staff capacity, offer additional parent-focused sessions, and continue supporting local schools and agencies with inclusive training and resources to sustain Napa County's commitment to equity and inclusion.

As the LGBTQ Connection program continues to expand its reach, the lessons learned from these challenges and adaptations reflect a shared commitment across Napa County's PEI partners—to listen, evolve, and strengthen community-centered approaches. Collectively, these efforts reinforce the overarching goals of Prevention and Early Intervention: fostering inclusion, resilience, and early access to support for all Napa County residents.

Napa County's Prevention and Early Intervention (PEI) programs continue to play a vital role in building a healthier, more connected community. Through collaboration with local partners, culturally responsive outreach, and evidence-based approaches, these programs promote wellness across all ages—reducing stigma, strengthening protective factors, and addressing mental health concerns before they escalate into crises. From expanding school-based supports and youth mentorship to increasing access for older adults and fostering inclusion for LGBTQ+ residents, Napa County's PEI initiatives embody the spirit of early action and community partnership. Collectively, they advance the County's commitment to health equity, prevention,

and the creation of a resilient, inclusive system of care that supports the mental well-being of all Napa County residents.

## Statewide MHSA Prevention and Early Intervention Strategies – CalMHSA

Through a partnership with the California Mental Health Services Authority (CalMHSA), a Joint Powers Authority established to implement statewide MHSA Prevention and Early Intervention (PEI) strategies, Napa County Behavioral Health contributes funding to the Statewide PEI Program.

In FY 23–24, CalMHSA’s *Take Action for Mental Health* campaign continued to promote mental wellness, reduce stigma, and prevent suicide through public awareness, education, and outreach efforts. The campaign focused on three pillars—Check In, Learn More, and Get Support—and emphasized inclusion and equity across communities.

Statewide activities included targeted campaigns for Juneteenth, Pride Month, and Transgender Day of Remembrance; youth engagement through social media and the Directing Change Program; and dissemination of seasonal toolkits for Suicide Prevention Week, Winter Wellness, and Mental Health Matters Month. Statewide media and outreach efforts have reached millions of Californians and provided accessible, culturally responsive mental health resources that support local PEI efforts.

A detailed summary of CalMHSA’s FY 23–24 statewide Prevention and Early Intervention outcomes is provided in Appendix 3.

## **Innovation (INN)**

### **Learning Health Care Network for Early Psychosis**

During FY 2023-24, Napa County Behavioral Health continued participation in the statewide Early Psychosis Learning Health Care Network (LHCN), led by the University of California, Davis, in collaboration with UC San Francisco, UC San Diego, and multiple California counties. The LHCN is part of California's EPI-CAL regional hub within the national Early Psychosis Intervention Network (EPINET) and is designed to enhance early identification, clinical outcomes, and system learning through shared data, clinician dashboards, and collaborative evaluation.

Napa County contributed de-identified data from its early psychosis programs, consistent with Institutional Review Board (IRB) approval and HIPAA-compliant data transfer protocols, to support statewide analyses of service access, outcomes, and cost. County staff participated in planning, data refinement, and coordination meetings led by UC Davis.

The Data Transfer and Use Agreement between Napa County and UC Davis concluded on June 30, 2024, marking the end of the current phase of the Learning Health Care Network project. Any continuation of this work will depend on renewal of the statewide partnership or the initiation of a successor effort.

### **MHSOAC Multi-County FSP Collaborative**

Napa County continued participation in the Multi-County Full-Service Partnership (FSP) Collaborative administered by the California Mental Health Services Authority (CalMHSA) and implemented by Third Sector Capital Partners. The project seeks to improve outcome measurement, data quality, and consistency across county FSP programs through shared learning and evaluation.

In FY 2023-24, Napa County participated in the Implementation Phase, contributing to the development of shared outcome and discharge definitions, sustainability planning, and statewide evaluation design. Third Sector convened regular workgroup meetings and facilitated collaboration among participating counties.

The CalMHSA Participation Agreement for this project extends through July 31, 2025, at which point the Multi-County FSP Collaborative is scheduled to conclude following completion of the sustainability and final evaluation phases.

### **INN Administration**

Administrative activities supported Napa County's participation in both statewide Innovation projects, including coordination with CalMHSA, UC Davis, and partner counties.

## **Planned Activities for FY 2024-25**

In FY 2024-25, Napa County Behavioral Health will continue participation in the final phase of the Multi-County FSP Collaborative and monitor developments related to future statewide Early Psychosis initiatives. Napa County will also initiate a new Innovation project, **PIVOT**, modeled after Orange County's approved plan, to enhance coordination and outcomes for individuals with complex behavioral health needs.

## Workforce Education and Training (WET)

Napa County entered into a Participation Agreement (PA) with CalMHSA in FY 2023–2024 to implement workforce development programs funded through the WET component. This agreement supported the County’s participation in the Greater Bay Area Regional Partnership (GBA RP), established under the State’s 2020–2025 WET Five-Year Plan. Under this PA, CalMHSA served as the fiscal and administrative agent, responsible for overseeing application review, eligibility verification, award disbursement, and data reporting for eligible WET programs.

Through this partnership, Napa County participated in both the Loan Repayment Program and the Graduate Education Stipend Program, which were designed to support the recruitment and retention of behavioral health professionals in the public mental health system. According to the CalMHSA WET Dashboard, a total of 32 individuals received awards through these programs between FY 23/24 and FY 24/25. Award amounts ranged from \$5,000 to \$20,000. Recipients included both licensed behavioral health providers and clinical graduate students preparing to enter the workforce. Award periods ranged from September 1, 2023, to June 30, 2025, aligning with the closeout of the WET Five-Year Plan.

## Capital Facilities/Technological Needs (CF/TN)

### Overview

The Capital Facilities and Technological Needs (CF/TN) component of the Mental Health Services Act (MHSA) supports Napa County Health and Human Services Agency – Behavioral Health Division in developing the infrastructure necessary to deliver accessible, high-quality, and integrated behavioral health care. In FY 2023–24, Napa County advanced two primary initiatives: planning and design for a children’s behavioral health Crisis Stabilization Unit (CSU) expansion and continued implementation of the County’s new Electronic Health Record (EHR) system, SmartCare.

### Capital Facilities Project – Children’s CSS Expansion (Crisis Stabilization Unit)

During FY 2023–24, Napa County completed design, engineering, and permitting for the expansion of the children’s and youth Crisis Stabilization Unit (CSU) located at 2751 Napa Valley Corporate Drive. The project will expand CSU capacity and create a modern, developmentally appropriate environment for children, youth, and families in crisis.

The project broke ground in early FY 2025–26, initiating construction on an expanded facility that will increase stabilization bed capacity, add family and sensory rooms, and incorporate trauma-informed design elements to support safety, privacy, and comfort.

This expansion represents a major milestone in Napa County's efforts to strengthen the behavioral health continuum of care for children and youth and aligns with MHSA Capital Facilities goals by improving access to timely crisis services in a trauma-informed setting.

### **Technological Needs Project – Electronic Health Record (EHR) Implementation (SmartCare)**

In FY 2023–24, Napa County continued preparations for implementation of **SmartCare**, a new electronic health record system that will replace the County's legacy Credible platform. SmartCare will provide a unified, modernized system for clinical documentation, billing, and reporting, and will improve coordination across behavioral health and substance use disorder services.

Key activities during FY 2023–24 included:

- Mapping and preparing data for migration from Credible to SmartCare.
- Designing clinical documentation and billing workflows.
- Participating in statewide configuration and testing workgroups.
- Developing user roles, access permissions, and system security.
- Planning county-wide training and go-live readiness.

SmartCare implementation supports Napa County's commitment to enhancing data quality, compliance, and performance monitoring. The project remains on schedule for go-live in October 2025.

### **Administration/Indirect Costs**

CFTN funds also supported administrative functions necessary to manage the planning, procurement, and oversight of both capital and technology projects. Activities included contract administration, coordination with architects and vendors, fiscal tracking, and project reporting.

### **Planned Activities for FY 2024–25 and FY 2025–26**

- **Children's CSU Expansion:** Move from pre-construction into active construction (underway in FY 2025–26) with anticipated completion in FY 2025–26.
- **EHR (SmartCare):** Complete implementation and transition to post-go-live optimization and user support following the October 2025 go-live.
- Maintain project oversight, fiscal management, and reporting to ensure successful completion of both projects in alignment with MHSA goals.

## MHSA Funding Summaries and Component Funding for FY 23-24 to FY 25-26

FY 2023-24 Mental Health Services Act Three-Year Plan  
Funding Summary

County: Napa \_\_\_\_\_

Date: \_\_\_\_\_ 9/5/25

	MHSA Funding					
	A Community Services and Supports	B Prevention and Early Intervention	C Innovation	D Workforce Education and Training	E Capital Facilities and Technological Needs	F Prudent Reserve
<b>A. FY 2023-24 Funding</b>						
1. Unspent Funds from Prior Fiscal Years	13,671,831	2,488,888	1,646,556	3,332	-	
2. Prior Year Reversion				-		
3. New FY 2023/24 Funding*	8,764,092	2,191,023	576,585	-	-	
4. Transfer in FY 2023/24	(480,920)			150,648	330,273	
5. Access Local Prudent Reserve in FY 2023/24	-	-				
6. Re-distributed Reversion Funds						
7. Available Funding for FY 2023/24	21,955,003	4,679,911	2,223,141	153,980	330,273	
<b>B. FY 2023/24 MHSA Expenditures</b>	6,512,546	2,906,749	304,783	153,980	330,273	
<b>G. FY 2023/24 Unspent Fund Balance</b>	15,442,456	1,773,162	1,918,358	-	-	

\*Includes the planned No Place Like Home Initiative reduction estimate of \$313,672 for CSS and \$137,847 for PEI

H. Local Prudent Reserve Balance		
1. Local Prudent Reserve Balance on June 30, 2023		764,402
2. Contributions to the Local Prudent Reserve in FY 2023/24		0
3. Distributions from the Local Prudent Reserve in FY 2023/24		0
4. Local Prudent Reserve Balance on June 30, 2024		764,402

a/ Pursuant to Welfare and Institutions Code Section 5892(b), Counties may use a portion of their CSS funds for WET, CFTN, and the Local Prudent Reserve. The total amount of CSS funding used for this purpose shall not exceed 20% of the total average amount of funds allocated to that County for the previous five years.

## FY 23-24 CSS Funding

Mental Health Services Act (MHSA) Three Year Plan  
Community Services and Supports (CSS) Funding

Initial Date: 8/30/23

Revision Date: 9/5/25

County: Napa

	Fiscal Year 2023-24					
	A	B	C	D	E	F
	Total Mental Health Expenditures	CSS Funding	Medi-Cal FFP	1991 Realignment	Behavioral Health Subaccount	Other Funding
<b>FSP Programs</b>						
1. Children's FSP	559,017	297,727	261,290	-	-	-
2. TAY FSP	768,883	463,478	305,405	-	-	-
3. Adult FSP	1,354,086	1,100,967	193,110	-	-	60,009
4. Adult Treatment Team FSP	931,474	750,919	180,555	-	-	-
5. Older Adult FSP	570,360	423,255	147,105	-	-	-
6.						
<b>Non-FSP Programs</b>						
1. Admin	510,855	254,420	256,435	-	-	-
2. Mobile Crisis Response Team	1,001,876	516,091	363,000	-	-	122,785
3. Project Access	524,361	504,506	19,855	-	-	-
5. Housing	-	-	-	-	-	-
6.						
<b>CSS Annual Planning Costs</b>	35,538	35,538				
<b>CSS Administration (Indirect)</b>	2,165,646	2,165,646				
<b>CSS MHSA Housing Program Assigned Funds</b>	-	-	-			
<b>Total CSS Program Expenditures</b>	8,422,095	6,512,546	1,726,755	-	-	182,794
<b>FSP Programs as Percent of Total</b>	64.2%					

## FY 23-24 PEI Funding

Mental Health Services Act (MHSA) Three Year Plan  
Prevention and Early Intervention (PEI) Funding

County: Napa

Initial Date: 8/30/23  
Revision Date: 9/5/25

	Fiscal Year 2023-24					
	A Total Mental Health Expenditures	B PEI Funding	C Medi-Cal FFP	D 1991 Realignment	E Behavioral Health Subaccount	F Other Funding
<b>Access &amp; Linkage to Treatment Program</b>						
1. NVEF American Canyon Mental Health Access Program	299,000	299,000				
<b>Prevention Programs</b>						
2. Aldea Supportive Outreach & Access to Resources	229,420	229,420				
3. COPE Strengthening Families At Risk PEI Program	139,388	139,388				
4. COPE Ready Set Grow	169,388	169,388				
5. Mentis Suicide Prevention	92,909	92,909				
6. Mentis Safety Net for Youth Mental Wellness Program	97,909	97,909				
7. Mentis Student Connect	115,449	115,449				
8. Mentis Bridges Community Mental Health Treatment	167,909	167,909				
9. Molly's Angels Program for Older Adults	102,441	102,441				
10. NEWS Kids Exposed to Domestic Violence	130,054	130,054				
11. NVEF Wellness Centers as Hubs for Access & Intervention	310,359	310,359				
12. On The Move Guaranteed Income for Foster Youth	136,667	136,667				
13. Up Valley Mentoring Program (CLARO/A)	98,894	98,894				
14. Up Valley Senior Wellness	122,476	122,476				
<b>Early Intervention Programs</b>						
15. NCOE Court and Community Schools SAP Program	80,000	80,000				
16. Mentis Healthy Minds Healthy Aging Program	217,909	217,909				
<b>Stigma and Discrimination Reduction</b>						
17. On The Move LGBTQ Connection	79,187	79,187				
<b>PEI Administration (Indirect)</b>	296,061	296,061				
<b>PEI Annual Planning Costs</b>	279	279				
<b>PEI Expenditures Incurred by JPA</b>	21,051	21,051				
<b>Total PEI Program Expenditures</b>	2,906,749	2,906,749	0	0	0	0

## FY 23-24 INN Funding

Mental Health Services Act (MHSA) Three Year Plan  
Innovations (INN) FundingCounty: NapaInitial Date: 8/30/23  
Revision Date: 9/5/25

	Fiscal Year 2023-24					
	A	B	C	D	E	F
	Total Mental Health Expenditures	INN Funding	Medi-Cal FFP	1991 Realignment	Behavioral Health Subaccount	Other Funding
<b>INN Programs</b>						
1. LHCN - Aldea	41,567	<b>41,567</b>	-			
2. LHCN - UC Davis	9,156	<b>9,156</b>	-			
3. MHSOAC FSP Collaborative Project	-	-				
4.						
<b>INN Administration (Indirect)</b>	31,046	31,046				
<b>INN Expenditures Incurred by JPA</b>	223,014	223,014				
<b>Total INN Program Expenditures</b>	304,783	304,783	-	-	-	-

## FY 23-24 WET Funding

**Mental Health Services Act (MHSA) Three Year Plan**  
**Workforce, Education and Training (WET) Funding**

County: NapaInitial Date: 8/30/23  
 Revision Date: 9/5/25

	<b>Fiscal Year 2023-24</b>					
	A	B	C	D	E	F
	Total Mental Health Expenditures	WET Funding	Medi-Cal FFP	1991 Realignment	Behavioral Health Subaccount	Other Funding
<b>WET Programs</b> 1. CalMHSA Greater Bay Regional Partnership 2. Training/Technical Assistance 3. 4. 5.	138,000 295	138,000 295				
<b>WET Administration (Indirect)</b>	15,685	15,685				
<b>Total WET Program Expenditures</b>	<b>153,980</b>	<b>153,980</b>		-	-	-

## FY 23-24 CFTN Funding

Mental Health Services Act (MHSA) Three Year Plan  
Capital Facilities/Technological Needs (CFTN) Funding

County: Napa

Initial Date: 8/30/23  
Revision Date: 9/5/25

	Fiscal Year 2023-24					
	A	B	C	D	E	F
	Total Mental Health Expenditures	CFTN Funding	Medi-Cal FFP	1991 Realignment	Behavioral Health Subaccount	Other Funding
<b>CFTN Programs - Capital Facilities Projects</b>						
1. Children CSS Expansion	277,964	<b>277,964</b>				
2.	-	-				
3.	-	-				
<b>CFTN Programs - Technological Needs Projects</b>						
4. Electronic Health Record Implementation	46,980	<b>46,980</b>				
5.	-	-				
6.	-	-				
<b>CFTN Administration (Indirect)</b>	5,328	5,328				
<b>Total CFTN Program Expenditures</b>	<b>330,273</b>	<b>330,273</b>		-	-	-

## FY 24-25 MHSA Funding Summary

FY 2024-25 Mental Health Services Act Three-Year Plan  
Funding Summary

County: Napa

Date: 9/5/25

	MHSA Funding					
	A	B	C	D	E	F
	Community Services and Supports	Prevention and Early Intervention	Innovation	Workforce Education and Training	Capital Facilities and Technological Needs	Prudent Reserve
<b>A. Estimated FY 2024-25 Funding</b>						
1. Estimated Unspent Funds from Prior Fiscal Years	15,394,765	1,773,162	1,918,358	-	-	
2. Estimated Prior Year Reversion	-	-	-	-	-	
3. Estimated New FY 2024/25 Funding*	9,178,354	2,294,588	603,839	-	-	
4. Transfer in FY 2024/25	(1,324,592)			28,609	1,295,983	-
5. Access Local Prudent Reserve in FY 2024/2025	-	-				-
6. Re-distributed Reversion Funds	-	-				-
7. Estimated Available Funding for FY 2024/2025	23,248,526	4,067,750	2,522,197	28,609	1,295,983	
<b>B. Estimated FY 2024/25 MHSA Expenditures</b>	7,175,220	2,939,032	100,646	28,609	1,295,983	
<b>G. Estimated FY 2024/25 Unspent Fund Balance</b>	16,073,306	1,128,718	2,421,551	-	-	

H. Estimated Local Prudent Reserve Balance	
1. Estimated Local Prudent Reserve Balance on June 30, 2024	764,402
2. Contributions to the Local Prudent Reserve in FY 2024/25	-
3. Distributions from the Local Prudent Reserve in FY 2024/25	-
4. Estimated Local Prudent Reserve Balance on June 30, 2025	764,402

a/ Pursuant to Welfare and Institutions Code Section 5892(b), Counties may use a portion of their CSS funds for WET, CFTN, and the Local Prudent Reserve. The total amount of CSS funding used for this purpose shall not exceed 20% of the total average amount of funds allocated to that County for the previous five years.

## FY 24-25 CSS Funding

**Mental Health Services Act (MHSA) Three Year Plan  
Community Services and Supports (CSS) Funding**

County: Napa
 Initial Date: 8/30/23  
 Revision Date: 9/5/25

	<b>Fiscal Year 2024-25</b>					
	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>
	Estimated Total Mental Health Expenditures	Estimated CSS Funding	Estimated Medi-Cal FFP	Estimated 1991 Realignment	Estimated Behavioral Health Subaccount	Estimated Other Funding
<b>FSP Programs</b>						
1. Children's FSP	555,286	105,808	449,478			
2. TAY FSP	792,527	309,734	482,793			
3. Adult FSP	1,014,794	831,555	157,609			
4. Adult Treatment Team FSP	619,205	615,205	4,000			
5. Older Adult FSP	704,966	488,840	216,126			
6. CHFSP Expansion - High Fidelity Wrap	1,150,627	918,730	231,897			
						25,631
<b>Non-FSP Programs</b>						
1. Mobile Crisis Response Team	1,574,854	672,451	546,605			
2. Project Access	639,352	639,352				355,797
3. Admin	631,389	497,389	134,000			
4. Community Planning Process	73,215	73,215				
5. System Development	450,057	450,057				
<b>CSS Administration (Indirect)</b>	1,572,884	1,572,884				
<b>CSS MHSA Housing Program Assigned Funds</b>	0					
<b>Total CSS Program Estimated Expenditures</b>	9,779,155	7,175,220	2,222,508	-	-	381,428
<b>FSP Programs as Percent of Total</b>	67.4%					

## FY 24-25 PEI Funding

**Mental Health Services Act (MHSA) Three Year Plan**  
**Prevention and Early Intervention (PEI) Funding**

County: Napa
 Initial Date: 8/30/23  
 Revision Date: 9/5/25

	<b>Fiscal Year 2024-25</b>					
	A	B	C	D	E	F
Estimated Total Mental Health Expenditures	Estimated PEI Funding	Estimated Medi-Cal FFP	Estimated 1991 Realignment	Estimated Behavioral Health Subaccount	Estimated Other Funding	
<b>Access &amp; Linkage to Treatment Programs</b>						
1. NVEF American Canyon Mental Health Access Program	160,000	160,000				
2. NVEF American Canyon Middle School Access to MH	90,000	90,000				
3. Molly's Angels CARE Program	143,303	143,303				
<b>Prevention Programs</b>						
1. COPE Strengthening Families At Risk PEI Program	90,000	90,000				
2. COPE Ready Set Grow	120,000	120,000				
3. COPE Pathways to Family MH and Wellbeing	119,340	119,340				
4. Mentis Suicide Prevention	225,157	225,157				
5. Mentis Safety Net for Youth Mental Wellness Program	80,000	80,000				
6. Mentis Student Connect Napa Valley College	97,540	97,540				
7. Mentis Middle School Foundations of Wellness Program	154,804	154,804				
8. Up Valley Mentoring Program (CLARO/A)	80,000	80,000				
9. Up Valley Senior Wellness	117,152	117,152				
10. Napa County Triple P Collaborative	384,600	384,600				
11. Planned Parenthood Expanding Access	125,630	125,630				
12. ParentsCAN Parent Stress Reduction Program	66,733	66,733				
13. OTM Guaranteed Income for Foster Youth	78,709	78,709				
<b>Early Intervention Programs</b>						
1. Mentis Healthy Minds, Healthy Aging Program	200,000	200,000				
2. Court and Community Schools SAP Program	80,000	80,000				
<b>PEI Administration (Indirect)</b>	<b>477,758</b>	<b>477,758</b>				
<b>PEI Assigned Funds - CalMHSA</b>	<b>48,000</b>	<b>48,307</b>				
<b>Total PEI Program Estimated Expenditures</b>	<b>2,939,032</b>	<b>2,939,032</b>	-	-	-	-

## FY 24-25 INN Funding

**Mental Health Services Act (MHSA) Three Year Plan**  
**Innovations (INN) Funding**

County: NapaInitial Date: 8/30/23  
 Revision Date: 9/5/25

	Fiscal Year 2024-25					
	A	B	C	D	E	F
	Estimated Total Mental Health Expenditures	Estimated INN Funding	Estimated Medi-Cal FFP	Estimated 1991 Realignment	Estimated Behavioral Health Subaccount	Estimated Other Funding
INN Programs						
1. MHSOAC FSP Collaborative Project	83,567	83,567				
2. LHCN - UC Davis	718	718				
INN Administration	16,361	16,361				
<b>Total INN Program Estimated Expenditures</b>	<b>100,646</b>	<b>100,646</b>		-	-	-

## FY 24-25 WET Funding

**Mental Health Services Act (MHSA) Three Year Plan  
Workforce, Education and Training (WET) Funding**

County: Napa
 Initial Date: 8/30/23  
 Revision Date: 9/5/25

	<b>Fiscal Year 2024-25</b>					
	A	B	C	D	E	F
Estimated Total Mental Health Expenditures	Estimated WET Funding	Estimated Medi-Cal FFP	Estimated 1991 Realignment	Estimated Behavioral Health Subaccount	Estimated Other Funding	
<b>WET Programs</b>						
1. CalMHSA Greater Bay Regional Partnership	-					
2. Napa County BH Workforce Development Strategies	23,958	23,958				
<b>WET Administration</b>	0	4,651				
<b>Total WET Program Estimated Expenditures</b>	23,958	28,609	-	-	-	-

## FY 24-25 CFTN Funding

Mental Health Services Act (MHSA) Three Year Plan  
Capital Facilities/Technological Needs (CFTN) FundingCounty: NapaInitial Date: 8/30/23  
Revision Date: 9/5/25

	Fiscal Year 2024-25					
	A	B	C	D	E	F
	Estimated Total Mental Health Expenditures	Estimated CFTN Funding	Estimated Medi Cal FFP	Estimated 1991 Realignment	Estimated Behavioral Health Subaccount	Estimated Other Funding
CFTN Programs - Capital Facilities Projects	-	-				
CFTN Programs - Technological Needs Projects 1. EHR Implementation	1,126,942	1,126,942				
CFTN Administration	169,041	169,041				
<b>Total CFTN Program Estimated Expenditures</b>	<b>1,295,983</b>	<b>1,295,983</b>	-	-	-	-

## FY 25-26 MHSA Funding Summary

FY 2025-26 Mental Health Services Act Three-Year Plan  
Funding Summary

County: Napa

Date: 9/5/25

	MHSA Funding					
	A Community Services and Supports	B Prevention and Early Intervention	C Innovation	D Workforce Education and Training	E Capital Facilities and Technological Needs	F Prudent Reserve
<b>A. Estimated FY 2025-26 Funding</b>						
1. Estimated Unspent Funds from Prior Fiscal Years	16,073,307	1,128,718	2,421,551	-	-	
2. Estimated Prior Year Reversion	-	-	-	-	-	
3. Estimated New FY 2025/26 Funding*	9,180,000	2,300,000	605,000	-	-	
4. Transfer in FY 2025/26	(1,896,416)	-		173,556	1,722,860	-
5. Access Local Prudent Reserve in FY 2025/26	-	-				-
6. Re-distributed Reversion Funds	-	-				-
7. Estimated Available Funding for FY 2025/26	23,356,891	3,428,718	3,026,551	173,556	1,722,860	
<b>B. Estimated FY 2025/26 MHSA Expenditures</b>	10,838,886	2,181,481	336,345	173,556	1,722,860	
<b>G. Estimated FY 2025/26 Unspent Fund Balance</b>	12,518,005	1,247,237	2,690,206	-	-	

\*Includes the planned No Place Like Home Initiative reduction estimate of \$313,672 for CSS and \$137,847 for PEI

H. Estimated Local Prudent Reserve Balance	
1. Estimated Local Prudent Reserve Balance on June 30, 2025	764,402
2. Contributions to the Local Prudent Reserve in FY 2025/26	0
3. Distributions from the Local Prudent Reserve in FY 2025/26	0
4. Estimated Local Prudent Reserve Balance on June 30, 2026	764,402

a/ Pursuant to Welfare and Institutions Code Section 5892(b), Counties may use a portion of their CSS funds for WET, CFTN, and the Local Prudent Reserve. The total amount of CSS funding used for this purpose shall not exceed 20% of the total average amount of funds allocated to that County for the previous five years.

## FY 25-26 CSS Funding

**Mental Health Services Act (MHSA) Three Year Plan  
Community Services and Supports (CSS) Funding**

County: Napa

Initial Date: 8/30/23  
Revision Date: 9/5/25

	Fiscal Year 2025-26					
	A	B	C	D	E	F
	Estimated Total Mental Health Expenditures	Estimated CSS Funding	Estimated Medi-Cal FFP	Estimated 1991 Realignment	Estimated Behavioral Health Subaccount	Estimated Other Funding
<b>FSP Programs</b>						
1. Children's FSP	524,961	149,961	375,000			
2. TAY FSP	942,885	437,885	505,000			
3. Adult FSP	1,797,230	1,497,230	250,000			
4. Adult Treatment Team FSP	752,772	427,772	325,000			
5. Older Adult FSP	1,032,016	782,016	250,000			
6. CHFSP Expansion - High Fidelity Wrap	1,292,000	646,000	646,000			50,000
<b>Non-FSP Programs</b>						
1. Mobile Crisis Response Team	2,365,018	1,715,018	650,000			
2. Project Access	931,797	931,797				
3. Admin	1,430,125	1,280,125	150,000			
4. Community Planning Process	175,498	175,498				
5. System Development	509,600	509,600				
<b>CSS Administration (Indirect)</b>	2,285,984	2,285,984		-	-	
<b>CSS MHSA Housing Program Assigned Funds</b>	-	-	-	-	-	-
<b>Total CSS Program Estimated Expenditures</b>	14,039,886	10,838,886	3,151,000	-	-	50,000
<b>FSP Programs as Percent of Total</b>	37.1%					

## FY 25-26 PEI Funding

**Mental Health Services Act (MHSA) Three Year Plan**  
**Prevention and Early Intervention (PEI) Funding**

County: Napa

 Initial Date: 8/30/23  
 Revision Date: 9/5/25

	Fiscal Year 2025-26					
	A	B	C	D	E	F
	Estimated Total Mental Health Expenditures	Estimated PEI Funding	Estimated Medi-Cal FFP	Estimated 1991 Realignment	Estimated Behavioral Health Subaccount	Estimated Other Funding
<b>Access &amp; Linkage to Treatment Program</b>						
1. NVEF American Canyon Mental Health Access Program	160,000	160,000				
2. NVEF American Canyon Middle School Access to MH	90,000	90,000				
3. Molly's Angels CARE Program	144,000	144,000				
<b>Prevention Programs</b>						
1. COPE Strengthening Families At Risk PEI Program	90,000	90,000				
2. COPE Pathways to Family MH and Wellbeing	120,000	120,000				
3. Mentis Suicide Prevention	161,416	161,416				
4. Mentis Middle School Foundations of Wellness Program	162,544	162,544				
5. Up Valley Mentoring Program (CLARO/A)	80,000	80,000				
6. Up Valley Senior Wellness	137,200	137,200				
7. Napa County Triple P Collaborative	392,831	392,831				
8. Planned Parenthood Expanding Access	152,768	152,768				
9. ParentsCAN Parent Stress Reduction Program	66,733	66,733				
	-					
<b>Early Intervention Programs</b>						
1. Court and Community Schools SAP Program	80,000	80,000				
<b>PEI Administration (Indirect)</b>	295,489	295,489				
<b>PEI Assigned Funds - CalMHSA</b>	48,500	48,500				
<b>Total PEI Program Estimated Expenditures</b>	2,181,481	2,181,481	-	-	-	-

## FY 25-26 INN Funding

**Mental Health Services Act (MHSA) Three Year Plan**  
**Innovations (INN) Funding**

Initial Date: 8/30/23  
 Revision Date: 9/5/25

County: Napa

	Fiscal Year 2025-26					
	A	B	C	D	E	F
Estimated Total Mental Health Expenditures	Estimated INN Funding	Estimated Medi-Cal FFP	Estimated 1991 Realignment	Estimated Behavioral Health Subaccount	Estimated Other Funding	
<b>INN Programs</b>						
1. PIVOT	290,380	<b>290,380</b>				
2.	-					
3.	-					
4.	-					
5.	-					
<b>INN Administration (Indirect)</b>	45,965	<b>45,965</b>				
<b>Total INN Program Estimated Expenditures</b>	<b>336,345</b>	<b>336,345</b>	-	-	-	-

## FY 25-26 WET Funding

Mental Health Services Act (MHSA) Three Year Plan  
Workforce, Education and Training (WET) Funding

County: Napa

Initial Date: 8/30/23  
Revision Date: 9/5/25

	Fiscal Year 2025-26					
	A	B	C	D	E	F
	Estimated Total Mental Health Expenditures	Estimated WET Funding	Estimated Medi-Cal FFP	Estimated 1991 Realignment	Estimated Behavioral Health Subaccount	Estimated Other Funding
<b>WET Programs</b>						
1. CalMHSA Greater Bay Regional Partnership	150,047	150,047				
2. Napa County BH Workforce Development S	-	-				
3.	-					
4.	-					
5.	-					
<b>WET Administration (Indirect)</b>	23,509	23,509				
<b>Total WET Program Estimated Expenditures</b>	173,556	173,556				

## FY 25-26 CFTN Funding

**Mental Health Services Act (MHSA) Three Year Plan  
Capital Facilities/Technological Needs (CFTN) Funding**

County: Napa
 Initial Date: 8/30/23  
 Revision Date: 9/5/25

	<b>Fiscal Year 2025-26</b>					
	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>
	<b>Estimated Total Mental Health Expenditures</b>	<b>Estimated CFTN Funding</b>	<b>Estimated Medi- Cal FFP</b>	<b>Estimated 1991 Realignment</b>	<b>Estimated Behavioral Health Subaccount</b>	<b>Estimated Other Funding</b>
<b>CFTN Programs - Capital Facilities Projects</b>						
1. Hartle Court - Cal HFA	1,264,000	1,264,000				
<b>CFTN Programs - Technological Needs Projects</b>						
2. EHR Implementation	329,769	329,769				
<b>CFTN Administration (Indirect)</b>	129,091	129,091				
<b>Total CFTN Program Estimated Expenditures</b>	1,722,860	1,722,860		-	-	-

## Appendix 1

### Assessment of the County's Capacity to Implement Mental Health Programs and Services

#### MHSA Capacity Assessment Survey

Additionally, the BH Division developed a survey to assess the capacity of MHSA Contractors to implement their MHSA programs (Appendix 1). The survey has been distributed to these Community-Based Organizations and includes the following:

- A. The strengths and limitations of contracted service providers that impact their ability to meet the needs of racially and ethnically diverse populations.
- B. Service Providers' bilingual proficiency in identified threshold language – Spanish.
- C. Percentages of diverse cultural, racial/ethnic, and linguistic groups represented among direct service providers, as compared to percentage of the total population needing services and the total population currently being served.
- D. Identification of possible barriers to implementing the proposed programs/services and methods of addressing these barriers.

#### Napa County Mental Health Services Act (MHSA) Capacity Assessment Survey Report

##### Background

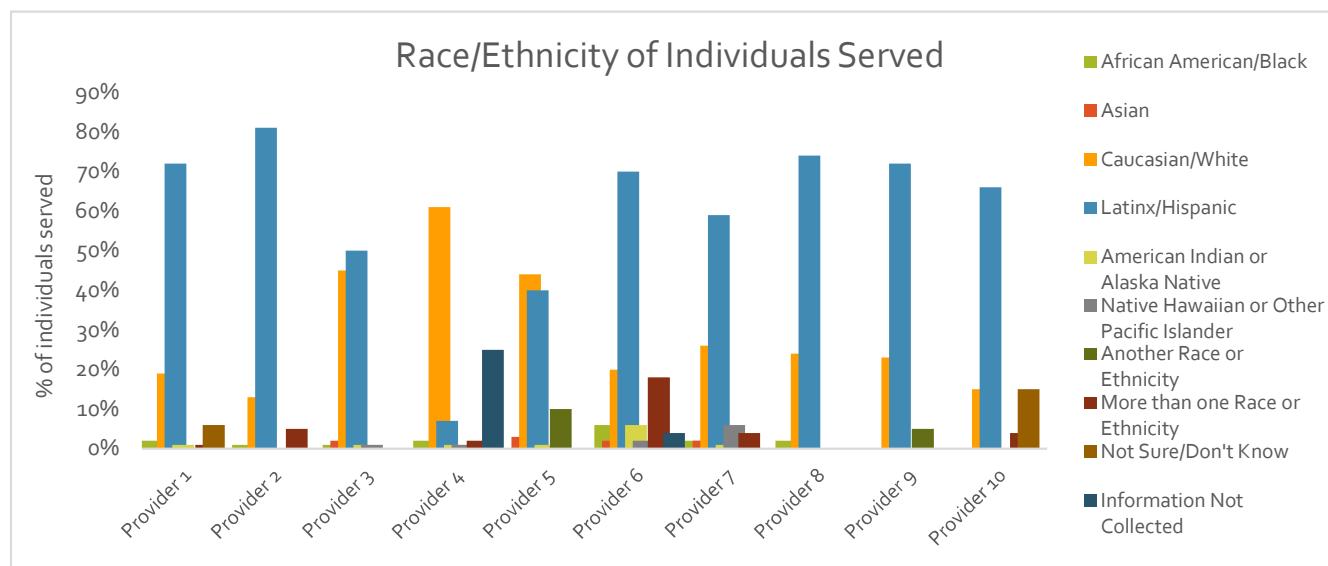
In the months of June through October 2023, Napa County MHSA administered a Capacity Assessment Survey across service providers. The survey included questions related to the recruitment and retention of Behavioral Health staff, hard to fill positions, the impact of vacancies on the provision of services, statistics of the different racial/ethnic, linguistic, gender identity, and sexual orientation groups represented among service providers as compared to the populations being served in Napa County. The survey also included questions about the possible barriers to implementing programs/services and the methods of addressing these barriers.

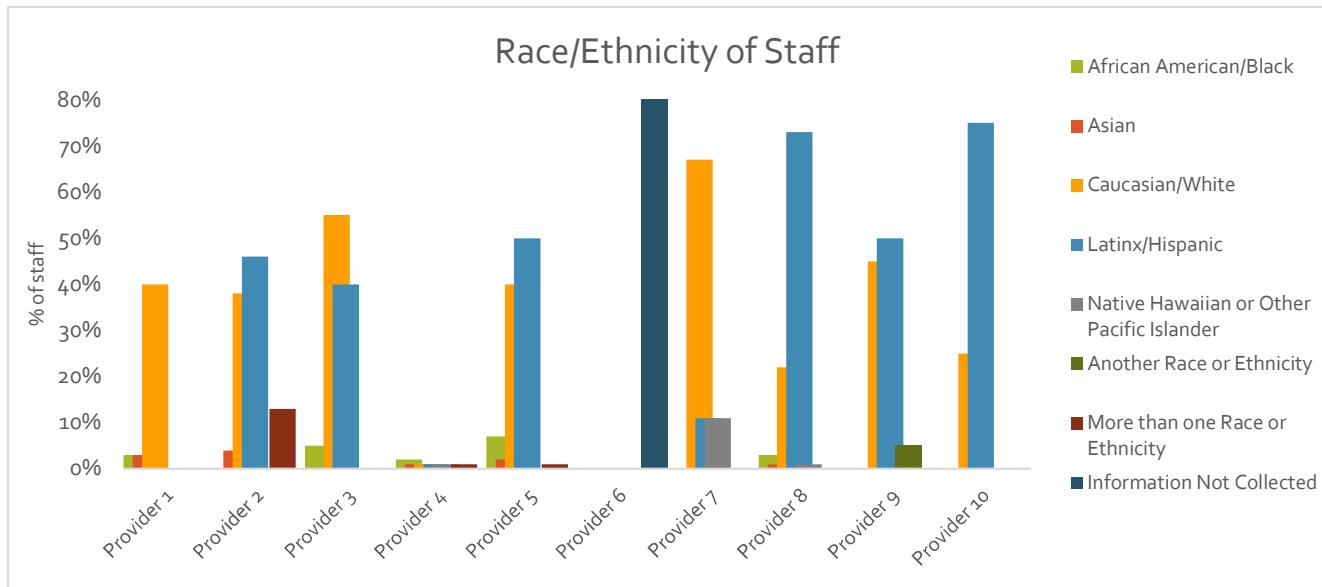
##### Results

A total of 12 surveys were received. Out of the surveys that were collected, 10 were completed and 2 were incomplete. The response to the question of the number of Behavioral Health staff currently in the provider organization ranged from 1 to 6 staff members or higher numbers of 30 to 128 staff members. Service providers indicated that the positions that are hard to fill include Licensed Mental Health Counselor, Bilingual Mental Health Therapist, Clinical Supervisor, LCSW Supervisor, and CLAR@ coordinator. 36% of the service providers indicated they have experienced difficulties in recruiting and retaining Behavioral Health staff positions, 45% felt they have not experienced difficulties, and 18% were not sure. Providers that responded to the percentage of Behavioral Health staff positions currently vacant within their organization ranged from 7% to 16%. 50% of the

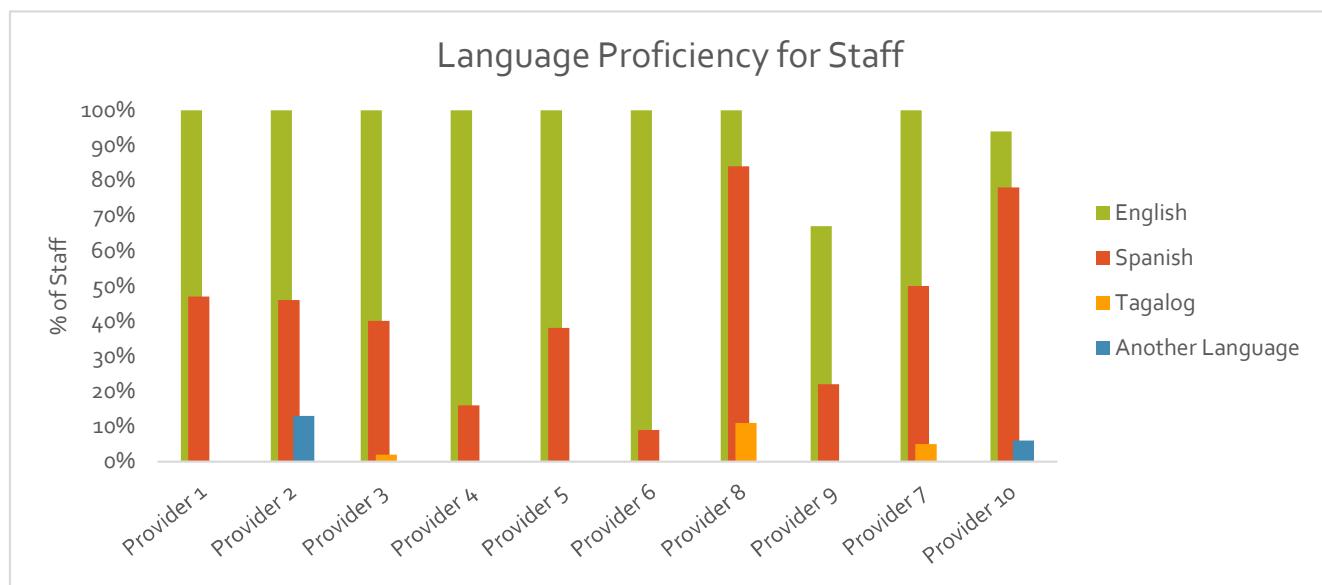
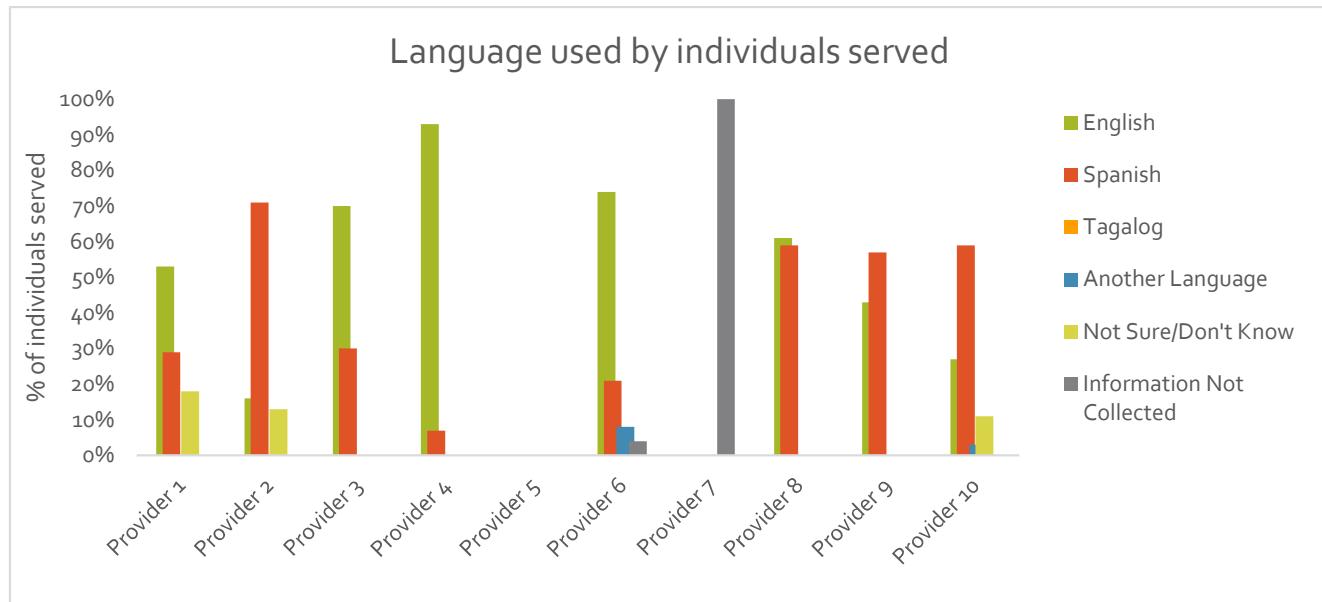
providers indicated that the vacancies in their organization were creating barriers to implementing services. Only 1 provider responded to the question of how staff vacancies have impacted their services by indicating that they have had to modify the number of mentoring groups because of staff vacancies.

The responses to the percentage of individuals served and their racial/ethnic identity showed that 50% to 81% of individuals served identify as Latinx/Hispanic. The second largest population served was Caucasian/White with a range of 44% to 61%. The percentage of other ethnicities such as African American/Black, Asian, American Indian or Alaska Native, Native Hawaiian or Other Pacific Islander, Another race/ethnicity, more than one race/ethnicity ranged from 1% to 18%. Some providers reported that they were not sure, or information was not collected for the individuals they serve. In comparison to the percentage of staff members and their racial/ethnic identity, 40% to 75% identified as Latinx/Hispanic, and 40% to 67% identified as Caucasian/White. The percentage of staff members that identified as African American/Black, Asian, American Indian or Alaska Native, Native Hawaiian or Other Pacific Islander, Another race/ethnicity, more than one race/ethnicity ranged from 1% to 13%. There was 1 provider that indicated racial/ethnicity information was not collected for their staff.





Providers were asked to provide a percentage breakdown of the different languages used by the individuals they serve and language proficiency for staff. Results showed that 53% to 93% of individuals served used English. Some providers indicated that 16% to 43% used English. The percentage of individuals served that used Spanish ranged from 57% to 71%. Some providers reported lower counts of 7% to 30% for Spanish. There were 2 providers that indicated 3% to 8% of the individuals they served used “another language,” and 11% to 18% of the language used by individuals served was unknown. Lastly, 1 provider indicated that language information was not collected at all. The results for the language proficiency of staff showed less variance in percentages for English as compared to that of individuals served. Providers indicated that 100% of their staff was proficient in English. Only 2 providers indicated a percentage less than 100. They reported 67% and 94% of their staff was proficient in English. The percentage of staff that was proficient in Spanish ranged from 50% to 84%, and others reported a lower range of 9% to 38%. Providers reported 2% to 55% were proficient in Tagalog. Providers also reported that 6% to 13% of their staff were proficient in another language.



In addition to the quantitative questions, providers were asked to share what is going well in their ability to meet the needs of diverse racial/ethnic and linguistic populations.

The responses were the following:

“47% of our staff are bilingual Spanish and we are able to provide our Spanish speaking consumers services in their preferred language the majority of the time without using an outside interpreter.”

“We have had success recruiting bilingual staff from the communities we serve, provide them with gold standard orientation and training and supporting their participation in certification or master’s programs.”

“Our team is committed to meeting our consumers’ needs and stepping in to support one another.”

"We have proportional amount of diverse, bicultural and bilingual staff to meet the needs."

"Our communication and outreach to the Hispanic communities has greatly increased after hiring a Spanish Program Coordinator. She is now able to be the point of contact for any of their needs, instead of having to work through a caseworker, family member, etc. which some Spanish-speaking seniors did not have."

"Connection with our Family Service team to our families. In our fall survey, 100% of families stated they knew who to contact at school, felt school staff as allies, and felt welcomed on campus."

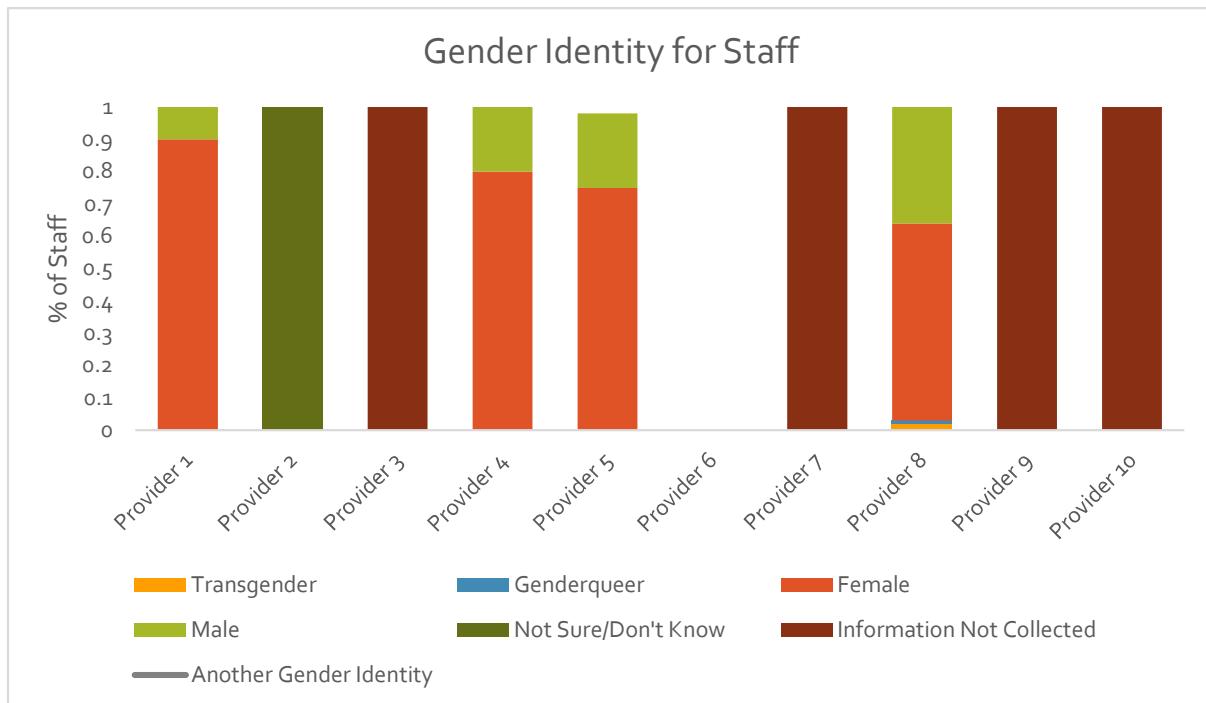
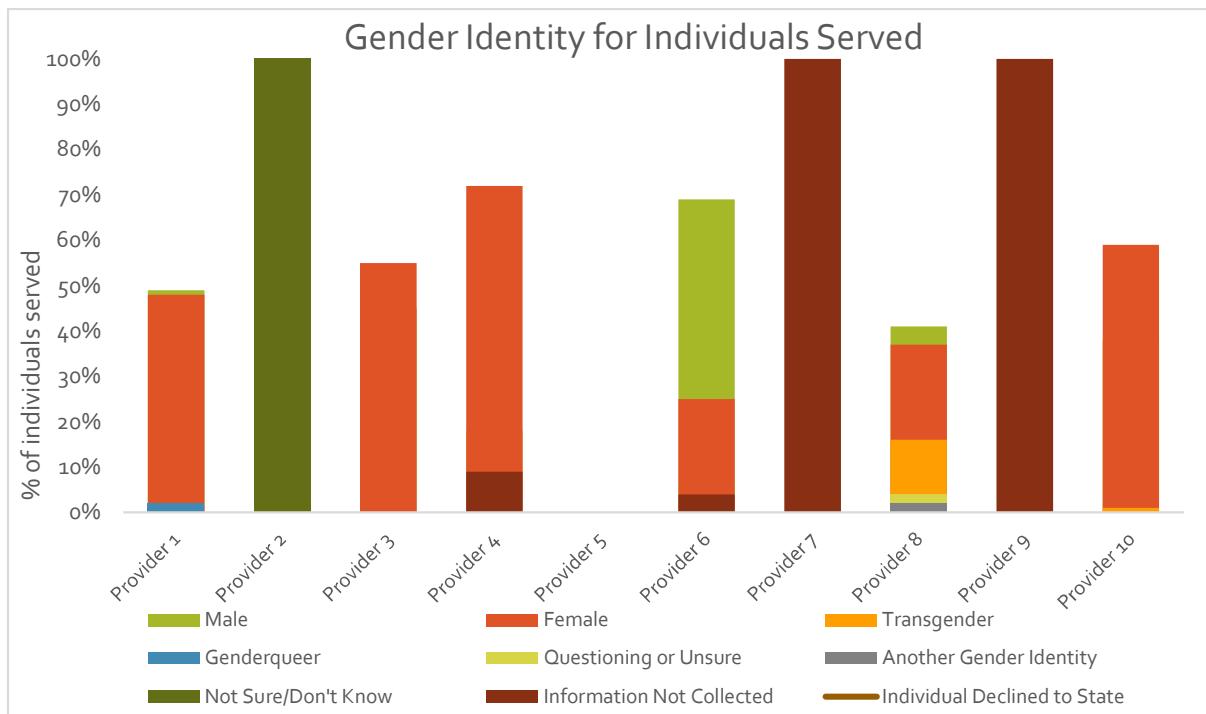
"DEI trainings, a focus on bringing in curriculum and support that is culturally competent, and a community willing to support continued learning and engagement. There continues to be less effort made in supporting the mental health needs of our Filipino community (translation, bicultural mental health staffing, outreach) than our Latino community."

"We are deeply connected to the community and has established leadership pipelines that feed our employment needs."

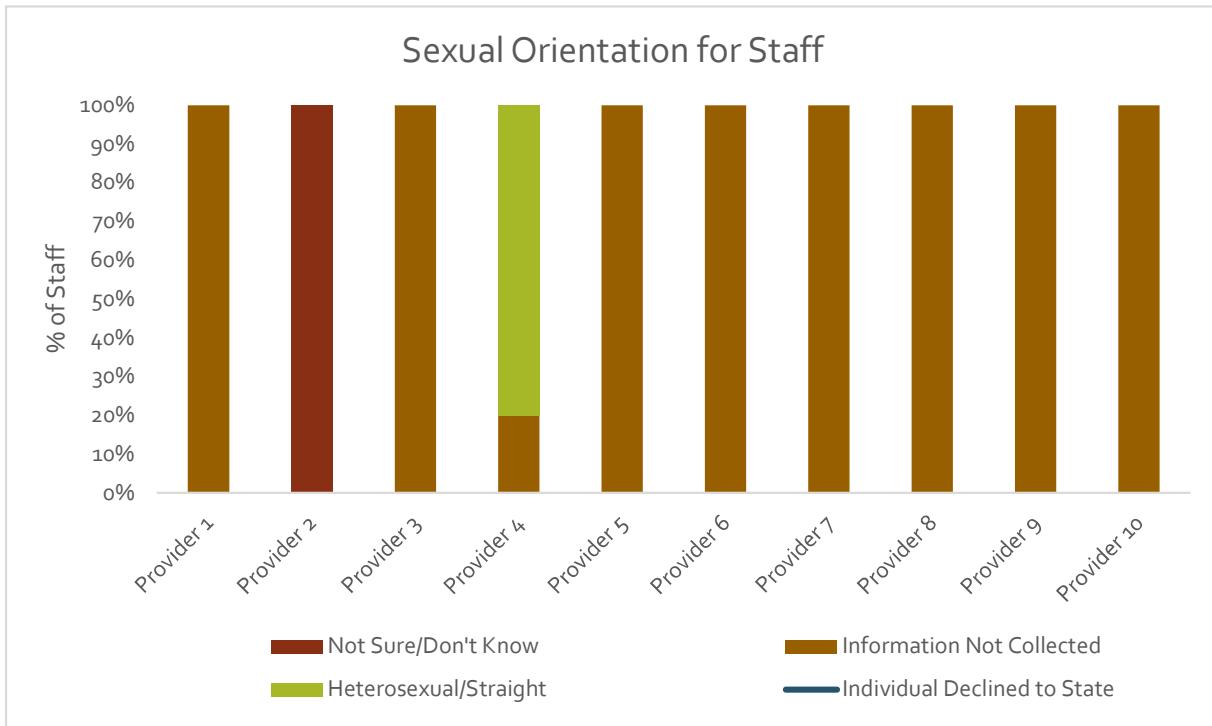
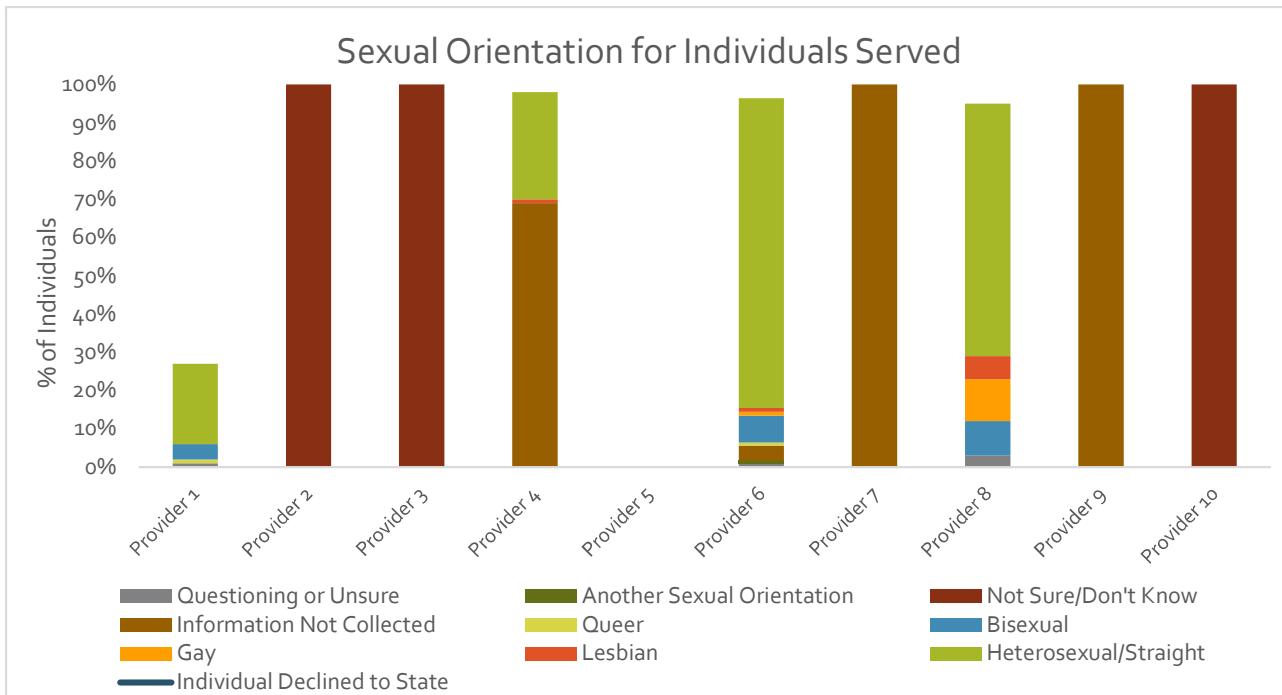
"The majority of our staff are bilingual (English/Spanish), highly experienced, have trusting relationships with consumers, and have strong working relationships with schools and CBOs."

The challenges providers face in their ability to meet the needs of diverse racial/ethnic and linguistic populations included limited candidate pools, low Medi-Cal rates that don't cover the cost of paying staff a competitive salary, lack of language ability beyond English and Spanish, and other racial/ethnic groups such as African American and Asian populations not being well represented in staffing.

The survey also addressed questions about the gender identity and sexual orientation of individuals served and staff members. Results showed that 18% to 49% of individuals served identify as male, and 25% to 72% identify as female. Some providers indicated that 1% to 16% identify as transgender, 2% identify as genderqueer and 1% to 2% declined to state. There were 3 providers that indicated gender identity information is not collected for individuals served. In comparison to staff members, results showed that 10% to 36% of staff identify as male, 61% to 90% identify as female, 2% identify as transgender, and 1% identify as genderqueer. There were 5 providers that indicated gender identity is not collected for staff members.



The results for sexual orientation were very limited. More than half of the providers that answered questions regarding the percentage of individuals served indicated that sexual orientation information is not collected, or information was unknown. In contrast to the information for staff, 9 out of 10 providers indicated that sexual orientation information is not collected, or information is unknown. Only 1 provider indicated that 80% of their staff identified as heterosexual and 20% information was not collected.



Providers were asked to share what they felt is going well in their ability to meet the needs of diverse gender identity/sexual orientation populations.

The responses were the following:

"We practice trauma informed and DEI principles and we are intentional about creating inclusive environments and fostering psychological safety at work, and creating safe spaces that are physically welcoming. We provide LGBTQ training

and ongoing cultural humility awareness for our staff."

"We feel we are working well with diverse gender identities and sexual orientations, and we do not have concerns in being able to effectively service these special populations."

"Educating students as a whole during the school year and celebrating Pride. We offer gender neutral bathrooms. We use student's preferred names and pronouns."

"As with DEI, our local resources, trainings, inclusion of accepting language in new curriculum and supports, all help our organization work closely with and in support of these communities."

"Our LGBTQ Connection is well known, and well respected, throughout the Bay Area. Many partners refer potential staff because of their relationship with LGBTQ Connection."

"Our agency serves all orientations it is not a factor in our service delivery. If this becomes relevant, we connect with community partners."

"Our entire staff received training from LGBTQ Connection this year."

The challenge providers shared they face in their ability to meet the needs of diverse gender identity/sexual orientation populations is their lack of collecting this information. Providers shared that there is a need to implement data tracking processes for gender and sexual orientation information for the individuals served as well as their staff members. Often people are not comfortable listing their gender/sexual orientation when filling out forms or employment applications. Providers acknowledge the importance of collecting gender identity/sexual orientation data so that they can align their policies and procedures to best serve all populations.

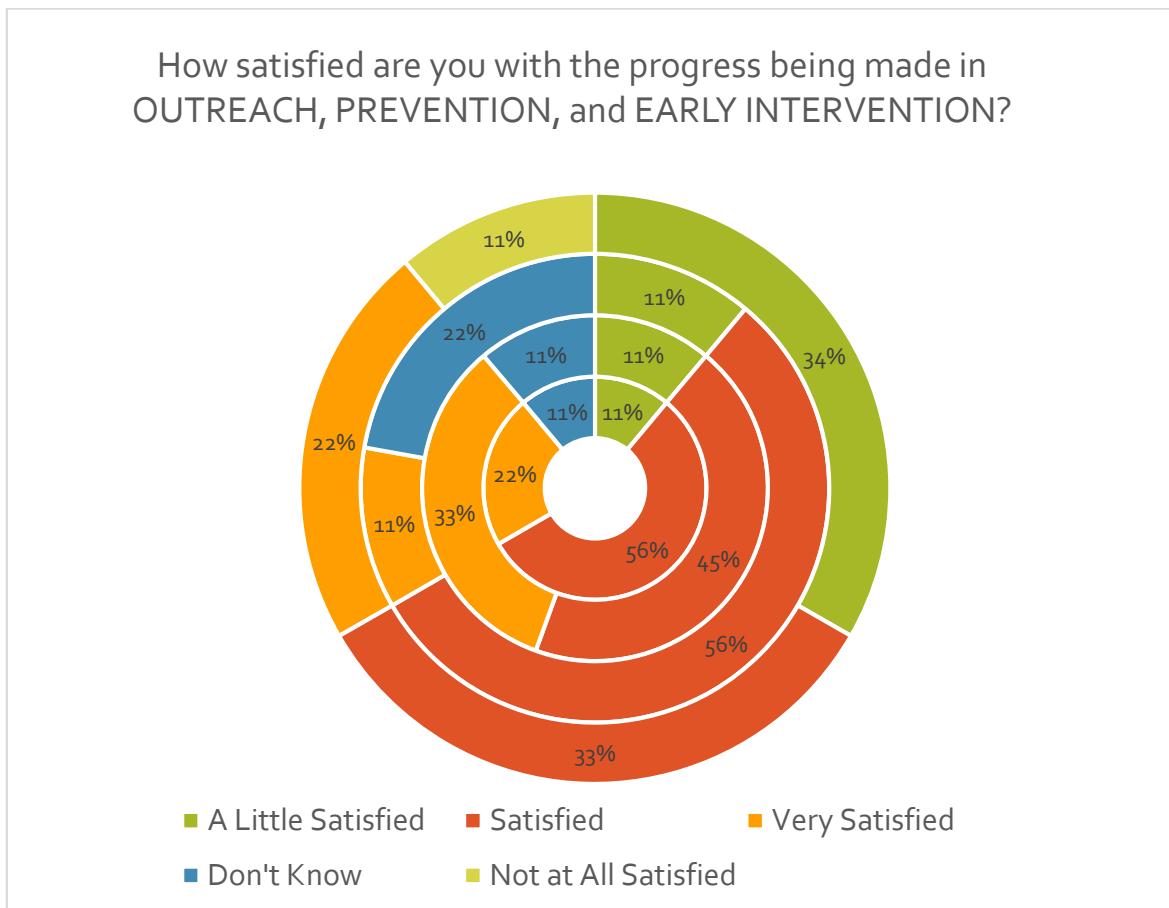
The survey gave providers an opportunity to share other barriers that they are currently experiencing to implementing Behavioral Health program/Services. The responses included challenges with funding, low rates, implementation of program/services is extremely costly, timely reimbursement, limited availability of providers, provider capacity, administrative burden, waitlists, and lack of solid referral network, consumer transportation, and data sharing.

Providers shared that they are addressing these barriers by partnering with Napa County leadership. They are seeking out a variety of funding opportunities such as grants, contracts, insurance billing and private fundraising. Providers indicated that they have identified community organizations specializing in behavioral health programs where they can refer consumers, they have expanded in-house programs that offer Mental Health services, additional direct service provider has been assigned to school campus, focusing work with schools, warm handoff referrals, building systems to streamline duties of existing staff to

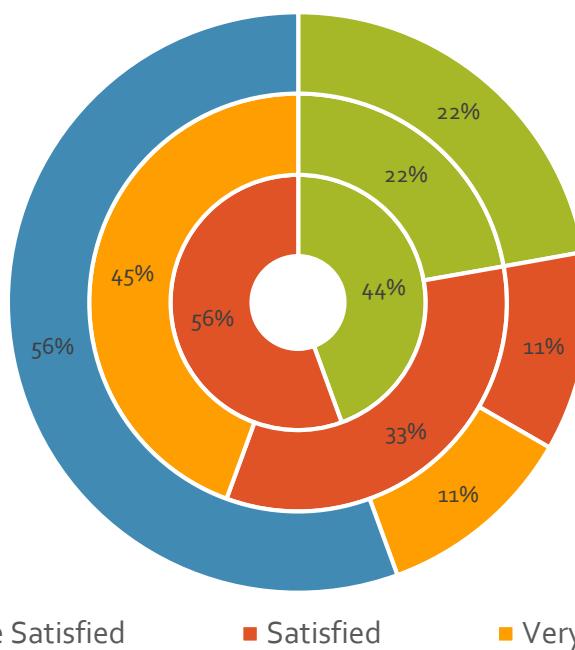
allow for more consumer support and services. Providers are collaborating and with one another to increase behavioral health services in schools. Providers indicate they are working hard to work through the barriers they are experiencing but emphasized that "grant administration is becoming harder and more cumbersome as County and State requirements increase, which takes time and resources away from service delivery."

## Behavioral Health Priority Areas

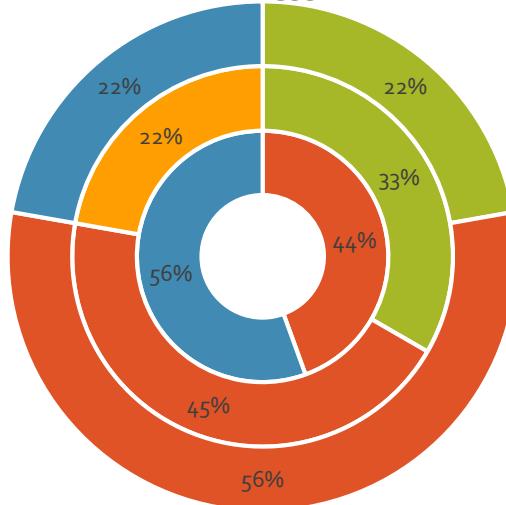
OUTREACH, PREVENTION and EARLY INTERVENTION: How satisfied are you with the progress being made in these areas?



How satisfied are you with the progress being made in  
ACCESS, EQUITY, and LOCATION?



How satisfied are you with the progress being made in  
SERVICES and SUPPORT for Individuals with Severe Mental  
Illness?



■ A Little Satisfied ■ Satisfied ■ Very Satisfied ■ Don't Know ■ Not at All Satisfied

## Appendix 2



### Napa County HHSA-Mental Health Stakeholder Advisory Committee (SAC) Representative Roles and Responsibilities

**Purpose:** The document is intended to clarify the roles and responsibilities of Mental Health Stakeholder Advisory Committee (SAC) representatives.

#### **Community Planning Process:**

The Mental Health Services Act (MHSA) requires that county Mental Health departments submit Three Year Plans and Annual Updates to Three Year Plans detailing expenditures of MHSA funds and meaningful Community Planning Process (CPP) that involve local consumers and family members, providers, and other stakeholders as full partners from the inception of planning through implementation and evaluation of identified activities. The Napa County HHSA-Mental Health Division also seeks input from stakeholders on various issues and decisions related to mental health services in our community.

Mandated by California MHSA regulations, the CPP is a community collaboration process that is used to assess the current capacity of the MH Division to implement services, define underserved/unserved populations, and determine strategies to provide effective MHSA-funded programs that are: 1) Culturally Competent; 2) Client and Family-Driven; 3) Wellness, Recovery and Resilience-focused; and 4) Provide an Integrated Service Experience for Clients and their Families. (9 CCR § 3300).

The CPP must include a 30-day public comment period in which the Annual Update or Three Year Plan is posted and shared widely to solicit public input and feedback on the plan. At the close of the 30-day public comment period, a public hearing of the County Mental Health Board (MHB) is convened to: a) Review and approve the procedures used to ensure citizen and professional involvement in all stages of the planning process; and b) Review the adopted plan or update and make recommendations. Substantive comments are included in the Annual Update/Three Year Plan and may result in changes to the plan. The Annual Update/Three Year Plan is then submitted to the County Board of Supervisors for review and adoption before final submittal to the California Department of Health Care Services and the Mental Health Oversight and Accountability Commission.

**Stakeholder Advisory Committee (SAC) Representation:** Historically, SAC representatives have come from the following sectors, but are not limited to: consumers, family members, community-based organizations, mental health service providers, law enforcement partners, school personnel, community health providers, Mental Health Board members, and Substance Use Disorder service providers. Representatives from unserved and underserved populations are also recruited for this committee and include priority populations such as: Asian/Pacific Islander (API), LGBTQ, Older adults, Veterans, Latinos, Faith-Based Community, Up Valley/American Canyon – geographically underserved representation.



## **Napa County HHSA-Mental Health Stakeholder Advisory Committee (SAC) Representative Roles and Responsibilities**

Each constituency group will select a representative(s) to participate on the Stakeholder Advisory Committee. Representative must be a Napa County resident or work in an agency which provides behavioral health services in Napa County. If the representative's residency or workplace changes and the representative no longer lives in Napa County or no longer works for a constituency program in Napa County, the constituency group for which they are representing will need to select a new representative.

### **Stakeholder Advisory Committee Representative Responsibilities:**

- Share information with their constituency group to ensure comprehensive and ongoing participation from a diverse group of persons meeting the criteria for their constituency group. There must be a concerted effort to include individuals who may not be part of routine advocacy groups and/or who may have been previously underserved.
- Represent the views of their constituency group as a whole rather than their individual or agency agenda(s). The SAC is not a place to advocate for funding for an individual entity or organization, nor does it mean that attendance will guarantee funding. The SAC is intended to be a safe place for members to voice their concerns and share input in order to increase access and reduce barriers to services for their unserved/underserved constituents.
- Request trainings or presentations from MHSA staff to help the constituency members understand the requirements and the stakeholder planning process. At the request of the constituency group, the county can provide information on the planning process and/or assist in providing trainings. Share the documentation of constituency meetings/information-sharing with the Mental Health Division Project Manager which may include:
- Review SAC Agenda materials sent for review prior to the next SAC meeting to ensure efficient and productive SAC Meetings
- Attend monthly Mental Health Stakeholder Advisory Committee Meetings during which the representative is encouraged to:
  - Provide verbal or written report on relevant activities of their constituency.
  - Provide input and support to develop the SAC monthly agenda to further the SAC's goals and interests.
  - Provide input on the MHSA Three Year Plan and Annual Updates to Three Plan and other Mental Health strategic planning/funding recommendations
  - Participate actively in discussions and input on agenda items
  - Be prepared to vote, take action, and decide on next steps on agenda items
  - Attend special meetings as needed
- Share information with other SAC members, individuals, providers, etc. and disseminate minutes, information, feedback, and outcome of action items from SAC meetings to their individual constituencies.



**Napa County HHSA-Mental Health  
Stakeholder Advisory Committee (SAC)  
Representative Roles and Responsibilities**

- Make known in writing any financial or additional supports requested such as stipends, childcare, supplemental meals, housing, and transportation assistance as necessary to ensure constituency involvement. The MH Division Project Manager must approve such expenditures in advance of the expenditure



## The PEI Project: Achieving More Together to Support Californians

### *Fiscal Year 2023-24 Impact*

Participating California counties pool local Prevention and Early Intervention (PEI) funds through the California Mental Health Services Authority (CalMHSA) to support the ongoing implementation of the PEI Project statewide. The PEI Project consists of a series of campaigns designed to raise awareness about mental health needs, reduce stigma, prevent suicides and promote mental wellness.

In 2021, CalMHSA, following direction from its Board of Directors, began reimagining the next phase of its PEI Project, which led to the creation of *Take Action for Mental Health*. This multi-faceted statewide public awareness initiative encourages individuals to take proactive steps for their own mental health and the mental health of others through three key pillars: **Check In**, which promotes staying connected and engaged in conversations about well-being; **Learn More**, which emphasizes the importance of mental health education to reduce stigma and increase understanding; and **Get Support**, which encourages individuals to seek professional help or access community resources to address mental health challenges.

The PEI Project's impact extends beyond county lines, spreading the message of *Take Action for Mental Health* throughout California. This statewide effort is essential for fostering a culture of mental wellness, regardless of where people live, work or play. In FY 2023-24, the project focused on diversity, equity and inclusion, with a particular emphasis on supporting marginalized communities. Key initiatives included:

- **Juneteenth** micro-campaign
- Collaborations with streetwear designer and influencer **Khano Ngo** for the AAPI community
- Support for **Transgender Day of Remembrance** and **Pride Month**

### Statewide Achievements in FY 2023-24

The *Take Action 4 Mental Health* campaign disseminated both physical and digital materials for key events, including:

- **Mental Health Awareness Month** (May)
- **Juneteenth**

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- **Pride Month (July)**
- **Suicide Prevention Week and Month (September)**
- **Winter Wellness (December-January)**

#### *Outreach to Youth and Young Adults*

The PEI Project continues to prioritize outreach to younger populations, with approximately **61.67% of support provided to individuals under 25 years old** (as defined by Title 9 Regulations). Below are the estimates for outreach and program evaluation within this demographic:

- **Outreach:** 55% of participants are under 25 years old (social media); 55% toolkits and collateral
- **Evaluation:** 65% of individuals served are under 25

#### *Paid Media Impact*

The PEI Project achieved significant reach through paid media efforts, with the following key metrics:

- **Total:** 9,134,360
  - General Market: 5,360,571
  - Hispanic Market: 1,081,843
  - LGBTQIA+ and BIPOC Communities: 2,691,946
- **Total Reach:** 1,694,234
  - General Market: 1,112,970
  - Hispanic Market: 338,420
  - LGBTQIA+ and BIPOC Communities: 603,552

#### *Organic Social Media Impact*

The PEI Project saw notable impact through organic social media with the following key metrics:

- **Total Reach:** 16,119
- **Total Engagement:** 484 (likes, reposts, views, mentions)

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## Take Action Website Metrics

The *Take Action for Mental Health* website has become a key resource for individuals seeking mental health information and tools:

- **Sessions:** 105,558
- **Resources Downloaded:** 9,133

## September 2023 – Suicide Prevention Week: Suicide Prevention Activation Kit

The **Suicide Prevention Activation Kit** provides a range of resources to support individuals and organizations in raising awareness during **National Suicide Prevention Awareness Week** and throughout the year. Key materials in the kit include:

- Guides for creating **social media posts**
- **Infographics** for awareness campaigns
- **Activity Tip Sheets** for community engagement
- **Downloadable posters** tailored for diverse communities

These resources aim to help individuals recognize warning signs, initiate meaningful conversations, and connect with local suicide prevention resources. The goal of the kit is to empower everyone to take action and promote the importance of suicide prevention.

## Website Activity During Suicide Prevention Week:

- **Sessions:** 5,246
- **Resources Downloaded:** 1,124

These metrics highlight the active engagement and utilization of the resources during **Suicide Prevention Awareness Week**.

## December 2023 – Winter Wellness

The **Winter Wellness Digital Toolkit** offers resources designed to help individuals maintain their mental well-being during the colder months. This toolkit addresses the unique challenges of winter, including **seasonal affective disorder (SAD)** and isolation. It includes practical materials such as:

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- **Wellness tips** for managing winter-related stress
- **Activity guides** to promote engagement and connection
- **Social media content** to raise awareness and encourage self-care

These resources support individuals in prioritizing self-care, staying connected, and engaging in positive activities that promote mental health during the winter season.

**Resource Link:** [Winter Wellness Archives - Take Action for Mental Health](#)

### **May 2024 – May is Mental Health Matters Month**

The **May is Mental Health Matters Month 2024 Toolkit** includes essential resources to raise awareness and promote mental health during **Mental Health Matters Month** in May. The toolkit contains:

- **Social media content**
- **Educational resources**
- **Activity ideas**

These resources are designed to reduce stigma, increase understanding, and encourage open conversations about mental health. They equip individuals and organizations with the tools to engage communities, raise awareness, and create a supportive environment for mental well-being, with a focus on inspiring action year-round.

### **Website Campaign Results:**

- **Sessions:** 67,218 (14.5x increase month-over-month compared to April 2024)
- **Resources Downloaded:** 1,930 (Nearly 2x increase month-over-month compared to April 2024)

A specialized landing page for this campaign generated **48,216 sessions**, and the paid media campaign drove **86%** of the total website traffic in May.

**Link to Resources:** [May is Mental Health Matters Month Archives - Take Action for Mental Health](#)

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## June 2024 – Pride Month

The **Pride Digital Toolkit** provides resources to support mental health and well-being within the **LGBTQIA+** community during Pride Month and beyond. The toolkit includes:

- **Social media content**
- **Educational materials**
- **Activity ideas**

These resources promote inclusivity, reduce stigma, and celebrate LGBTQIA+ identities. The goal is to create supportive environments, raise awareness about mental health challenges, and crucial resources.

**Link to Resources:** [PRIDE Month Archives - Take Action for Mental Health](#)

## June 2024 – Juneteenth

The **Juneteenth Digital Toolkit** promotes mental wellness and raises awareness about the significance of **Juneteenth**, which celebrates the emancipation of enslaved African Americans. The toolkit includes:

- **Social media content**
- **Activity ideas**
- **Educational resources**

These materials encourage conversations, foster unity, and support mental health in Black communities, emphasizing both historical reflection and contemporary issues.

**Link to Resources:** [Juneteenth Archives - Take Action for Mental Health](#)

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## Appendix 4

### Public Comments and Responses

The Draft FY 2025–26 MHSA Annual Update was posted for a 30-day public review and comment period from November 3, 2025, to December 3, 2025.

Comment	Response/Action Taken
<p>Date Received: December 1, 2025 Name/Organization: Molly's Angels of Napa Valley Topic/Area: Older Adult Services, Transportation, PEI Transition Summary of Public Comment: Comment expressed strong support for County priorities related to equity, access, and early intervention, and affirmed older adults as a priority population. Key themes included social isolation, transportation barriers, service navigation challenges, and the need for bilingual and culturally responsive outreach. The commenter emphasized the role of transportation and community-based outreach in preventing missed appointments, reducing crisis risk, and improving continuity of care for seniors. The comment also encouraged sustaining older-adult prevention and early-intervention supports during the transition from MHSA to BHSA.</p>	<p>Napa County Behavioral Health thanked the organization for its input and affirmed its continued commitment to older adults as a priority population. The County acknowledged the importance of transportation and outreach in supporting continuity of care and reducing crisis risk. The County also reiterated its intent to prioritize early-intervention and community-based supports for older adults as planning continues for the BHSA transition.</p>

### Modifications to the FY 2025–26 MHSA Annual Update

Section Revised	Change Made
The comment aligned with existing priorities, and no substantive changes were required to the Annual Update.	N/A

**Public Comment Submitted December 1, 2025**

**Submitted by: Molly's Angels of Napa Valley**

Molly's Angels of Napa Valley  
433 Soscol Ave., Suite A-100  
Napa, CA 94559

December 1, 2025

**Formal Public Comment**

**Re: Napa County MHSA FY 2025–2026 Annual Update to the Three-Year Plan**

Thank you for the opportunity to provide public comment on Napa County's MHSA FY 2025–2026 Annual Update. Molly's Angels appreciates the County's continued commitment to equity, access, and community collaboration in behavioral health. We also want to acknowledge the thoughtful inclusion of older-adult needs throughout the Update, as well as the recognition of our Older Adult PEI Program during the Community Planning Process.

**Support for the County's Priorities**

The Annual Update accurately reflects challenges we see daily among older adults, including social isolation, transportation barriers, difficulty navigating services, and the need for bilingual and culturally responsive outreach. We strongly support the County's emphasis on improving access, strengthening system navigation, and reducing disparities for underserved residents.

**Older Adults as a Priority Population**

As highlighted in the Update, Napa County has a large and growing older-adult population with elevated risks for isolation, depression, and unmet behavioral health needs. Molly's Angels serves these individuals by providing connection, reassurance, and hands-on support navigating resources—often serving as the first point of contact before a behavioral health condition escalates.

**Transportation as a Behavioral Health Access Issue**

Transportation barriers are repeatedly identified throughout the MHSA Update, and Molly's Angels plays a significant role in addressing them. We currently provide rides for older adults to therapy appointments, psychiatric care, counseling, wellness checks, and other behavioral-health-related visits.

While we do not provide rides specifically for substance-use treatment—a major focus of MHSA and forthcoming BHSA funding—we help fill a critical gap for seniors who require consistent access to mental health services but face mobility or isolation-related barriers. These rides often prevent missed appointments, reduce crisis risk, and improve continuity of care.

## **Outreach, Education & Community Partnerships**

We appreciate the Update's emphasis on outreach and early engagement, and we want to underscore Molly's Angels' growing role in this area.

MHSA-supported efforts have allowed us to expand outreach through:

- Mental health flyers and informational materials distributed to hundreds of seniors and caregivers.
- Resource fairs, including our annual Holiday Luncheon, where County and CBO partners present behavioral-health information directly to older adults.
- Cross-sector collaborative events that connect seniors to County services, crisis support, peer programs, and early-intervention pathways.
- Raising awareness through our bi-monthly radio program, "Senior Moments," which periodically features behavioral-health organizations and helps seniors learn about available supports in an accessible, familiar format.

These efforts help normalize mental-health conversations, reduce stigma, and ensure seniors—especially monolingual, isolated, or rural residents—are aware of available supports long before a crisis occurs.

## **PEI Transition and Program Sustainability**

As the County prepares for the transition to the Behavioral Health Services Act and the sunset of dedicated PEI funding, we urge continued attention to sustaining outreach and early-intervention supports for older adults. Seniors benefit significantly from early-touchpoint programs such as transportation, reassurance calls, and resource navigation—services that keep individuals connected, stable, and less likely to require higher-level care.

## **Ongoing Partnership and Collaboration**

We value the County's transparent and inclusive Community Planning Process and appreciate the opportunity to participate through the Stakeholder Advisory Committee. Molly's Angels remains committed to partnering with HHSA to strengthen behavioral health outcomes, reduce inequities, and ensure older adults across Napa County can access the care, connection, and resources they need.

Thank you for your leadership and for the opportunity to comment. We look forward to supporting the County as it prepares the BHSA Integrated Plan and advances a coordinated, equitable behavioral health system.

Respectfully submitted,  
**Devereaux Smith, MPA**  
Executive Director  
Molly's Angels of Napa Valley

## **County Response**

Napa County Behavioral Health thanks Molly's Angels of Napa Valley for its thoughtful public comment and continued partnership in serving older adults across the community. The County appreciates the organization's support of MHSA priorities related to equity, access, outreach, and early intervention, as well as its recognition of the importance of addressing isolation, transportation, and service-navigation barriers for seniors.

The Annual Update's focus on older adults as a priority population reflects the County's ongoing commitment to improving access to behavioral health services for aging residents, particularly those who are isolated, monolingual, rural, or mobility limited. The County acknowledges the critical role that transportation and outreach services play in preventing missed appointments, reducing crisis risk, and strengthening continuity of care.

As Napa County transitions from MHSA to the Behavioral Health Services Act, the County will continue to prioritize early-intervention, and community-based supports that promote stability and wellness for older adults. The County values continued collaboration with Molly's Angels and other community partners as it advances an integrated, equitable behavioral health system.



# Napa County

## Board Agenda Letter

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Main: (707) 253-4580

Board of Supervisors

**Agenda Date:** 1/27/2026

**File ID #:** 26-36

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**TO:** Board of Supervisors  
**FROM:** Meg Ragan, Chief Technology Officer  
**REPORT BY:** Mark Revis, Broadband Project Manager

**SUBJECT:** Accept a grant for \$82,900 from the California Public Utilities Commission, approve and authorize Agreement No. 260218B with Napa Valley Unified School District / Napa Valley Adult Education, and authorize the related budget amendment.

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### **RECOMMENDATION**

Accept a grant for \$82,900 from the California Public Utilities Commission; approve and authorize Agreement No. 260218B with Napa Valley Unified School District/Napa Valley Adult Education; and approve the related Budget Amendment. (Fiscal Impact: \$82,900 Revenue and Expense, Information Technology Services Fund, Not Budgeted, Discretionary).

[4/5 vote required]

### **BACKGROUND**

Napa County's commitment to Building Healthy, Connected Communities includes supporting the digital access and skill development residents need to fully participate in modern life. Despite significant progress in recent years, many community members are still unable to engage in the digital economy. However, access to high-speed internet is not the primary impediment for many residents. Instead, many lack the computer skills and confidence needed to use digital tools effectively. Digital literacy has become a basic requirement of modern life: most job opportunities are posted exclusively online, and schools rely on internet-based platforms to share student progress, report cards, and essential communications. Without these skills, residents risk being left behind in an increasingly connected world.

The California Public Utilities Commission has awarded a grant to Napa County in the amount of \$82,900 for the provision of fifteen digital literacy classes to be conducted during the Spring semester of 2026 at multiple locations within Napa County. It is expected that approximately 133 students will complete these classes and will receive a take-home computing device (laptop computer) upon completion. The Napa Valley Unified School District / Napa Valley Adult Education (NVUSD / NVAE) will teach the classes, and the County will

purchase and distribute the laptops to completers of the classes. The County and NVUSD / NVAE have written an Agreement that defines the roles and responsibilities of both parties in the performance of the grant obligations.

This Agreement authorizes the County to reimburse NVUSD / NVAE for fifteen digital computer skills classes for parents, seniors, and/or low-income or disadvantaged families. The classes will be held once per week over twelve weeks, and total instruction time will be approximately 25 hours per class. The classes will be held at schools and other locations across Napa County. Certified instructors from Napa Valley Unified School District will teach the classes and instructor's staff time in the amount of \$29,700 will be reimbursed by the grant.

Low-income or disadvantaged individuals that complete a course will receive a Chromebook laptop to keep. The devices will come with anti-virus software and accessories. 133 Chromebooks will be funded by the grant in the amount of \$53,200.

The total amount of grant funding that has been awarded is \$82,900. Napa County will administer the grant and provide reimbursement to NVUSD / NVAE.

The terms of the grant require a 15% local match. This requirement will be fulfilled through staff time spent by the County and NVUSD / NVAE to administer the grant, not to be reimbursed by the grant, such as procurement of the Chromebooks, tracking inventory, and maintenance of project records. The estimated cost of staff time is \$11,454 for the County, which has already been budgeted in the FY 2025-26 Information Technology Services, Fund 4200, Subdivision 4200000 and \$3,960 for NVUSD / NVAE which will be paid directly from their budget. The total cost for the project, inclusive of estimated grant administration costs, is \$98,314.

The CPUC has approved the County's grant application and stands ready to award the funding upon receipt of the signed Grant Letter, a copy of which is attached.

Requested Action:

1. Accept the grant from the California Public Utilities Commission in the amount of \$82,900; and
2. Approve and authorize Agreement No. 260218B to authorize a partnership between Napa County and NVUSD / NVAE for the delivery of the digital literacy classes and provision of computing devices to qualifying completers of the classes.
3. Approve a Budget Amendment for the following (4/5 vote required):
  - a. Increase appropriations within Information Technology Services, Fund 4200, ITS Admin, Subdivision 4200000, Account 53410 Computer Equipment and Accessories in the amount of \$53,200 for the purchase of Chromebooks, software and accessories; and increase Account 54800 Contributions in the amount of \$29,700 for NVUSD / NVAE instructor and staff time, offset by an increase in revenue of \$82,900 in Account 43790 State-Other Funding from the

CPUC grant.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Approval will improve digital literacy among low-income residents which will allow them greater access to jobs, tools to monitor their children's academic progress, and County services.
Is the general fund affected?	No
Future fiscal impact:	No future fiscal impact.
Consequences if not approved:	Digital literacy efforts within Napa County will not advance, leaving community members without the skills needed to fully participate in the digital economy and access essential online services.

### **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.



PUBLIC UTILITIES COMMISSION  
STATE OF CALIFORNIA  
505 VAN NESS AVENUE | SAN FRANCISCO, CALIFORNIA 94102  
300 CAPITOL MALL | SACRAMENTO, CALIFORNIA 95814

November 26, 2025

Mark Revis  
mark.revis@countyofnapa.org  
County of Napa  
County of Napa, 650 Imperial Way, Suite 201  
Napa, CA 94559

**SUBJECT: CASF ADOPTION ACCOUNT GRANT AWARD FOR DIGITAL LITERACY**

This letter serves to inform you that the California Public Utilities Commission (CPUC) Communications Division (CD) approves California Advanced Services Fund (CASF) Broadband Adoption Account grant funding to County of Napa of up to \$82,900 for the County of Napa / Napa Valley Unified School District Adult Education Digital Literacy Training project.

**Budget:** Grant funding is approved for this project as described below.

<b>CASF Broadband Adoption Grant Funding</b>	
<b>Category</b>	<b>Approved Grant</b>
<i>In-Classroom Computing Devices</i>	\$0
<i>Take Home Computing Devices</i>	\$39,900
<i>Hotspots</i>	\$0
<i>General Program Implementation<sup>1</sup></i>	\$43,000
<b>Total Grant Award</b>	<b>\$82,900</b>
<b><i>Funding per participant (exclusive of in-person and take-home computer or hot spot funding, if applicable)</i></b>	<b>\$323.31</b>

\*Funding per participant rounded to the nearest hundredth.

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<sup>1</sup> This includes items and activities listed in the grantees' application and eligible for reimbursement per Decision (D.) 22-05-029, Broadband Adoption Account Guidelines. (See website [here](#) - <https://www.cpuc.ca.gov/industries-and-topics/internet-and-phone/california-advanced-services-fund/cASF-adoption-account>).

## Requirements

The grant award is predicated on County of Napa's commitment to provide adoption services as expressed in its application and consistent with the Ministerial Review criteria that County of Napa agreed and/or attested to in its application which includes meeting all milestones and goals for each project(s) as well as fulfilling the requirements per D.22-05-029. Key requirements include, among others:

- Grantee will provide at least eight hours of digital literacy training to each participant through digital literacy classes, one on one tutoring or self-paced instruction.
- Grantee has at least one year's experience conducting digital literacy projects or has completed at least one digital literacy project.
- If the grantee provides qualifying participants computers to be used as part of its digital literacy training, reimbursement for take-home computers is capped at \$300 per device, limited to two devices per eligible household, and limited to \$40,000 per project.
- Grantee must provide technical support, either by phone or in person, within 24 hours.
- Grantee agrees that reimbursement for computing devices used in community training rooms or other public space is capped at \$11,250 and limited to \$750 per device.
- Grantee must be ready to commence digital literacy classes within six months of submitting a consent form accepting the CASF grant.
- Grantee agrees that the project costs \$477 per participant trained or less.
- Grantee must complete the project within a 24-month timeframe or earlier.

County of Napa must provide at least eight hours of digital literacy training to 133 participants and aspires to subscribe 15 participants to broadband internet services.

## Reporting

The grant award is also contingent upon fulfilling the reporting requirements per D.22-05-029, Appendix 2. These reports include a Ramp-up period report (if applicable), a Year 1 Progress Report and a Year 2 Completion Report. Ramp-up reports must be submitted no later than 3 months after completion of ramp-up activities. Year 1 Progress Report and Year 2 Completion Report must be submitted within 3 months after the end of the first year of deployment and no later than 3 months after completion of the project, respectively. If applicable, County of Napa must fulfill the monthly reporting requirements set forth in Public Utilities Code, § 281(l)(1) if it is using a licensed contractor or subcontractor to undertake a contract or subcontract in excess of twenty-five thousand dollars (\$25,000) to perform work on the project funded or financed by CASF. Reporting templates are available in the Administrative Manual posted on the Adoption Account website.

County of Napa must maintain files, invoices, and other related documentation for three years after final payment. County of Napa shall make these records available to the CPUC upon request and agree that these records are subject to audit and review by the CPUC at any time within three years after County of Napa has incurred the expense being audited to ensure that CASF funds are spent in accordance with the terms of approval the CPUC grants.

## **Payment**

All reimbursements are contingent upon the County of Napa fulfilling its obligation to provide digital literacy training as described in its application. County of Napa may submit up to three payment requests throughout the project period. Payment requests may accompany the Ramp-up or Year 1 reports or be submitted separately; Year 2 Completion Report must be submitted with a final payment request. Payment will be based upon receipt and approval of invoices and other supporting documents showing that expenditures incurred for the project are in accordance with their approved application and budget. Ramp-up period payment requests may not exceed 25% of grant amount and no more than 90% of the grant amount will be reimbursed before the completion report and final payment request. Completion Reports must be submitted no later than three months post project completion. Payment request templates are available in the Administrative Manual posted on the Adoption Account website.

## **Execution and Performance**

County of Napa must begin the project within six months after submitting a consent form accepting the terms stated in the award letter and must complete the project within 24-months. County of Napa must complete all performance under the award on or before the termination date of the award.

By receiving a CASF grant, County of Napa agrees to comply with the terms, conditions, and requirements of the grant award, and submit to the jurisdiction of the CPUC regarding disbursement and administration of the grant and the CPUC's enforcement authority under Pub. Util. Code, §§ 2108 and 2111. County of Napa must notify the Director of Communications Division as soon as it becomes aware that it may not be able to meet project deadlines. The CPUC may withhold, reduce or terminate grant payments if the County of Napa does not comply with any of the requirements set forth in its application and compliance with the CASF. In the event County of Napa fails to complete the project in accordance with the terms of the approval granted by the CPUC as set forth in D.22-05-029 and this award letter, County of Napa must reimburse some or all the CASF funds it has received.

County of Napa must notify CD within 30 days regarding modifications to budget line items or milestone/activity timelines set forth in D.22-05-029, Appendix 2, Section XV. County of

Napa must also report any material changes in the entries for the application, by letter to the California Public Utilities Commission, Director of the Communications Division, 505 Van Ness Avenue, San Francisco, CA 94102 and CDCompliance@cpuc.ca.gov.

### **Award Acceptance**

County of Napa must sign the Consent Form (Attachment 1) and the Payee Record Form (Attachment 2) and email both within 30 days from the date of this award letter to [CASF\\_Adoption@cpuc.ca.gov](mailto:CASF_Adoption@cpuc.ca.gov). If County of Napa does not submit the Consent Form within 30 calendar days from the date of the award, the CPUC will deem the grant to be null and void.

If you have any questions, please contact [CASF\\_Adoption@cpuc.ca.gov](mailto:CASF_Adoption@cpuc.ca.gov).

Sincerely,

/s/ Maria Ellis  
Maria Ellis  
Director for Broadband Initiatives  
Communications Division

ATTACHMENT 1

**Consent Form and Acknowledgement and Acceptance of the  
California Advanced Services Fund Broadband Adoption Grant Award**

Name of Grantee: County of Napa

Grantee identified above hereby acknowledges receipt of the letter approving the California Advanced Services Fund Broadband Adoption Grant for the County of Napa / Napa Valley Unified School District Adult Education Digital Literacy Training project (award sequence 1249). The grantee agrees to comply with all grant terms, conditions, and requirements set forth in the letter dated November 26, 2025, as well as all CASF rules, including those in the Broadband Adoption Account Requirements, Guidelines and Application Materials. **Grantee also agrees to fulfill the goals it identified in the application and agrees that all payment requests will be subject to meeting those goals.**

Undersigned representative of County of Napa [Name of Grantee] is duly authorized to execute this Agreement Form on behalf of the Grantee and to bind the Grantee to the terms, conditions, and requirements set forth by the California Public Utilities Commission in the letter referenced above.

Dated this 27th day of January, 2026.

Signature \_\_\_\_\_

Printed Name Amber Manfree

Title Chair of the Board of Supervisors

Organization or Name of Company County of Napa

Business Address (include street address, suite/apt. number, city, state, and ZIP Code)

650 Imperial Way, Suite 201 Napa, CA 94559

<b>APPROVED AS TO FORM</b>
Office of County Counsel
By: <u>Ryan Fitzgerald (e-sign)</u>
Date: <u>December 23, 2025</u>
Project ID: <u>13115334</u>

ATTACHMENT 2  
Payee Record Form



PUBLIC UTILITIES COMMISSION  
STATE OF CALIFORNIA  
505 VAN NESS AVENUE | SAN FRANCISCO, CALIFORNIA 94102  
300 CAPITOL MALL | SACRAMENTO, CALIFORNIA 95814

January 16, 2026

Mark Revis  
Broadband Project Manager  
County of Napa  
650 Imperial Way, Suite 201  
Napa, CA 94559  
E-mail: [mark.revis@countyofnapa.org](mailto:mark.revis@countyofnapa.org)

SUBJECT: PROJECT CONSENT FORM EXTENSION APPROVAL

Dear Mr. Revis,

This letter serves to inform the County of Napa (Napa) that the California Public Utilities Commission (CPUC) Communications Division approves its December 18, 2025 request for additional time to submit its signed consent form accepting its California Advanced Services Fund (CASF) Adoption Account grant listed in Table 1, below.

Table 1: County of Napa CASF Adoption Account Round 13 Grant

PROJECT	GRANT	TYPE	APPR DATE
1 Napa Valley Unified School District Adult Education Digital Literacy Training	\$82,900	Digital Literacy	11/26/2025

The Adoption Account rules set forth in Decision (D.) 22-05-029 state:

All grantees are required to sign a consent form within 30 days from the date of the award, agreeing to the terms stated in the resolution or award letter authorizing the CASF award. The consent agreement will provide the name of the grantee, names of officers, and must be signed by the grantee. Should the grantee not accept the award through failure to submit the consent form within 30 calendar days from the date of the award, the Commission will deem the grant null and void.

Napa's application was approved via award letter for the projects listed in Table 1 on November 26, 2025, and is required to submit a signed consent form accepting the grant no later than December 26, 2025.

Your extension request states, "The County is required to obtain the authorization of our Board of Supervisors to accept this grant, and, due to the timing of the receipt of the award letter and scheduling delays caused by the . . . the holidays, our Board will not be able to provide this authorization until their meeting scheduled for January 27, 2026. . . . Therefore, the County is requesting that the Commission waive the thirty-day requirement and extend the deadline for submission of the forms by e-mail until January 28, 2026, to give the County time to obtain the authorization and to sign and process the forms."

We grant an extension of time to submit the signed consent form to no later than January 28, 2026. Please note that the project cannot start until the consent form is submitted accepting the grant.<sup>1</sup>

If you have any questions or concerns, please contact William Goedecke at [william.goedecke@cpuc.ca.gov](mailto:william.goedecke@cpuc.ca.gov).

Sincerely,



Maria I Ellis  
Director for Broadband Initiatives  
Communications Division

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<sup>1</sup> The Commission may withhold, reduce, or terminate grant payments if the grantee does not comply with any of the requirements set forth in its application and compliance with the CASF.

NAPA COUNTY MOU NO. 260218D

## MEMORANDUM OF UNDERSTANDING

**THIS MEMORANDUM OF UNDERSTANDING ("MOU")** is made and entered into as of this 12th day of December 2025, by and between NAPA COUNTY, a political subdivision of the State of California, hereinafter referred to as "COUNTY", and NAPA VALLEY UNIFIED SCHOOL DISTRICT/NAPA VALLEY ADULT EDUCATION, whose mailing address is 1600 Lincoln Avenue, Napa, California, 94558, hereinafter referred to as "NVUSD/NVAE".

**RECITALS**

**WHEREAS**, COUNTY and NVUSD/NVAE are both currently engaged in promoting digital literacy and digital equity within Napa County; and

**WHEREAS**, the State of California offers grant programs intended to fund local digital literacy and digital equity activities; and

**WHEREAS**, it is in the public interest that COUNTY and NVUSD/NVAE collaborate to obtain funding from these programs; and

**TERMS**

**NOW, THEREFORE**, COUNTY and NVUSD/NVAE agree to collaborate to apply for grant funding and to use the awarded funds for the purpose of promoting digital equity and digital literacy in accordance with the terms and conditions set forth herein:

**1. Term of the MOU.** The term of this MOU shall commence on the date first above written and shall expire on December 31, 2026.

**2. Responsibilities of the Parties.** NVUSD/NVAE and COUNTY shall each provide those respective services and/or engage in those respective activities set forth in Exhibit "A", attached hereto and incorporated by reference herein. The project budget and allowed expenditures are set forth in Exhibit "B", attached hereto and incorporated by reference herein. NVUSD/NVAE shall have no obligation to expend its own funds beyond amounts reimbursable under this MOU or expressly approved in writing in advance by NVUSD/NVAE.

**3. Insurance.** NVAE shall obtain and maintain in full force and effect throughout the term of this MOU, and thereafter as to matters occurring during the term of this MOU, the following insurance coverage:

(a) **Workers' Compensation Insurance.** To the extent required by law during the term of this MOU, NVUSD/NVAE shall provide workers' compensation insurance for the performance of any of NVUSD/NVAE's duties under this MOU, including but not limited to, coverage for workers' compensation and employer's liability and a waiver of subrogation, and shall provide COUNTY with certification of all such coverages upon request by COUNTY's Risk Manager.

(b) **Liability Insurance.** NVUSD/NVAE shall obtain and maintain in full force and effect during the term of this MOU the following liability insurance coverages, issued by a company admitted to do business in California and having an A.M. Best rating of A:VII or better, or equivalent self-insurance:

(1) **General Liability.** Commercial general liability [CGL] insurance coverage (personal injury and property damage) of not less than ONE MILLION DOLLARS (\$1,000,000)

combined single limit per occurrence, covering liability or claims for any personal injury, including death, to any person and/or damage to the property of any person arising from the acts or omissions of NVAE or any officer, agent, or employee of NVAE under this MOU. If the coverage includes an aggregate limit, the aggregate limit shall be no less than twice the per occurrence limit.

(2) Professional Liability/Errors and Omissions. [RESERVED]

(3) Comprehensive Automobile Liability Insurance. [RESERVED]

(c) Certificates of Coverage. All insurance coverages referenced in 3(b), above, shall be evidenced by one or more certificates of coverage or, with the consent of COUNTY's Risk Manager, demonstrated by other evidence of coverage acceptable to COUNTY's Risk Manager, which shall be filed by NVUSD/NVAE with the Napa County Information Technology Services Division prior to commencement of performance of any of NVAE's duties.

(1) The certificate(s) or other evidence of coverage shall reference this MOU by its COUNTY number or title and department; shall be kept current during the term of this MOU; shall provide that COUNTY shall be given no less than thirty (30) days prior written notice of any non-renewal, cancellation, other termination, or material change, except that only ten (10) days prior written notice shall be required where the cause of non-renewal or cancellation is non-payment of premium; and shall provide that the inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, the coverage afforded applying as though separate policies had been issued to each insured, but the inclusion of more than one insured shall not operate to increase the limits of the company's liability.

(2) The certificate or other evidence of coverage shall provide that if the same policy applies to activities of NVUSD/NVAE not covered by this MOU, then the limits in the applicable certificate relating to the additional insured coverage of COUNTY shall pertain only to liability for activities of NVUSD/NVAE under this MOU, and that the insurance provided is primary coverage to COUNTY with respect to any insurance or self-insurance programs maintained by COUNTY. The additional insured endorsements for the general liability coverage shall use Insurance Services Office (ISO) Form No. CG 20 09 11 85 or CG 20 10 11 85, or equivalent, including (if used together) CG 2010 10 01 and CG 2037 10 01; but shall not use the following forms: CG 20 10 10 93 or 03 94.

(3) Upon request by COUNTY's Risk Manager, NVUSD/NVAE shall provide or arrange for the insurer to provide within thirty (30) days of the request, certified copies of the actual insurance policies or relevant portions thereof.

(d) Deductibles/Retentions. Any deductibles or self-insured retentions shall be declared to, and be subject to approval by, COUNTY's Risk Manager, which approval shall not be denied unless the COUNTY's Risk Manager determines that the deductibles or self-insured retentions are unreasonably large in relation to compensation payable under this MOU and the risks of liability associated with the activities required of NVUSD/NVAE by this MOU. At the option of and upon request by COUNTY's Risk Manager if the Risk Manager determines that such deductibles or retentions are unreasonably high, either the insurer shall reduce or eliminate such deductibles or self-insurance retentions as respects COUNTY, its officers, employees, agents and volunteers or NVUSD/NVAE shall procure a bond guaranteeing payment of losses and related investigations, claims administration and defense expenses.

(e) Inclusion in Subcontracts. NVUSD/NVAE agrees to require all subcontractors and any other entity or person who is involved in providing services under this MOU to comply with the Workers Compensation and General Liability insurance requirements set forth in this Paragraph 3.

#### 4. Hold Harmless/Defense/Indemnification.

(a) In General. To the full extent permitted by law, NVUSD/NVAE shall defend at its own expense, indemnify, and hold harmless COUNTY and its officers, agents, employees, volunteers, or representatives from and against any and all liability, claims, actions, proceedings, losses, injuries, damages or expenses of every name, kind, and description, including litigation costs and reasonable attorney's fees incurred in connection therewith, brought for or on account of personal injury (including death) or damage to property, arising from all acts or omissions of NVUSD/NVAE or its

officers, agents, employees, volunteers, contractors and their subcontractors in rendering services under this MOU, excluding, however, such liability, claims, actions, losses, injuries, damages or expenses arising from the sole negligence or willful acts of COUNTY or its officers, agents, employees, volunteers, representatives, or other contractors or their subcontractors. To the full extent permitted by law, COUNTY shall defend at its own expense, indemnify, and hold harmless NVUSD/NVAE and its officers, agents, employees, volunteers, or representatives from and against any and all liability, claims, actions, proceedings, losses, injuries, damages or expenses of every name, kind, and description, including litigation costs and reasonable attorney's fees incurred in connection therewith, brought for or on account of personal injury (including death) or damage to property, arising from all acts or omissions of COUNTY or its officers, agents, employees, volunteers, contractors and subcontractors in rendering services under this MOU, excluding, however, such liability, claims, actions, losses, injuries, damages or expenses arising from the sole negligence or willful acts of NVUSD/NVAE or its officers, agents, employees, volunteers, representatives, or other contractors or their subcontractors. Each party shall notify the other party immediately in writing of any claim or damage related to activities performed under this MOU. The parties shall cooperate with each other in the investigation and disposition of any claim arising out of the activities under this MOU, providing that nothing shall require either party to disclose any documents, records or communications that are protected under peer review privilege, attorney-client privilege, or attorney work product privilege.

(b) Employee Character and Fitness. NVUSD/NVAE agrees to use reasonable efforts to determine and approve the character and fitness of its employees (including volunteers, agents or representatives) to provide the services required of NVUSD/NVAE under this MOU.

#### 5. Termination for Cause.

(a) If either party shall fail to fulfill in a timely and proper manner that party's obligations under this MOU or otherwise breach this MOU and fail to cure such failure or breach within fifteen (15) days of receipt of written notice from the other party describing the nature of the breach, the non-defaulting party may, in addition to any other remedies it may have, terminate this MOU by giving ten (10) days prior written notice to the defaulting party in the manner set forth in Paragraph 8 (Notices).

(b) The Chief Technology Officer is delegated the authority to terminate this MOU in accordance with this Paragraph on behalf of COUNTY, but may exercise such authority only after consultation with, and concurrence of, the County Counsel and the County Executive Officer or their respective designees; however, nothing in this delegation prevents the Chief Technology Officer from requesting the Board of Supervisors to terminate this MOU under this Paragraph.

(c) In the event of termination under this Paragraph, NVUSD/NVAE shall, within thirty (30) days of the date of the notice of termination, submit an accounting of all reasonable and allowed reimbursable expenses it has incurred in the performance of its duties under this MOU to COUNTY, and COUNTY shall submit these expenses to the grantor for reimbursement. COUNTY shall provide such reimbursement from the grantor to NVUSD/NVAE in a timely manner. After the date of the notice of termination, COUNTY may engage another entity to perform any of the remaining services required under this MOU, or COUNTY may elect to terminate the grant.

#### 6. Other Termination.

(a) This MOU may be terminated by either party for any reason and at any time by giving prior written notice of such termination to the other party specifying the effective date thereof at least ninety (90) days prior to the effective date, provided, however, that no such termination may be effected by COUNTY unless an opportunity for consultation is provided prior to the effective date of the termination.

(b) The Chief Technology Officer is delegated the authority to terminate this MOU in accordance with this Paragraph on behalf of COUNTY, but may exercise such authority only after consultation with, and concurrence of, the County Counsel and the County Executive Officer or their respective designees; however, nothing in this delegation prevents the Chief Technology Officer from requesting the Board of Supervisors to terminate this MOU under this Paragraph.

(c) In the event of termination under this Paragraph, NVUSD/NVAE shall, within thirty (30) days of the date of the notice of termination, submit an accounting of all reasonable and allowed reimbursable expenses it has incurred in the performance of its duties under this MOU to COUNTY, and COUNTY shall submit these expenses to the grantor for reimbursement. COUNTY shall provide such reimbursement from the grantor to NVAE in a timely manner. After the date of the notice of termination, COUNTY may engage another entity to perform any of the remaining services required under this MOU, or COUNTY may elect to terminate the grant.

**7. No Waiver.** The waiver by either party of any breach or violation of any requirement of this MOU shall not be deemed to be a waiver of any such breach in the future, or of the breach of any other requirement of this MOU.

**8. Notices.** All notices required or authorized by this MOU shall be in writing and shall be delivered in person or by deposit in the United States mail, by certified mail, postage prepaid, return receipt requested. Any mailed notice, demand, request, consent, approval or communication that either party desires to give the other party shall be addressed to the other party at the address set forth below. Either party may change its address by notifying the other party of the change of address. Any notice sent by mail in the manner prescribed by this paragraph shall be deemed to have been received on the date noted on the return receipt or five days following the date of deposit, whichever is earlier.

**COUNTY**

Napa County Information Technology Services  
Attn: Mark Revis, Broadband Project Manager  
650 Imperial Way, Suite 201  
Napa, CA 94559

**NVAE**

Napa Valley Adult Education  
Attn: Coleen Petersen, Principal  
1600 Lincoln Avenue  
Napa, CA 94558

**9. Compliance with COUNTY Policies on Waste, Harassment, Drug/Alcohol-Free Workplace, and Computer Use.** NVUSD/NVAE hereby agrees to comply, and require its employees and subcontractors to comply, with policies furnished to NVUSD/NVAE (and any updates thereto). NVUSD/NVAE also agrees that it shall not engage in any activities, or permit its officers, agents and employees to do so, during the performance of any of the services required under this MOU, which would interfere with compliance or induce violation of these policies by COUNTY employees or contractors.

(a) Waste Source Reduction and Recycled Product Content Procurement Policy adopted by resolution of the Board of Supervisors on March 26, 1991.

(b) County of Napa "Discrimination, Harassment, and Retaliation Prevention Policy" revised effective April 23, 2024.

(c) County of Napa Drug and Alcohol Policy adopted by resolution of the Board of Supervisors on June 25, 1991.

(d) Napa County Information Technology Use and Security Policy adopted by resolution of the Board of Supervisors on April 17, 2001. To this end, all employees and subcontractors of NVAE whose performance of services under this MOU requires access to any portion of the COUNTY computer network shall sign and have on file with COUNTY's ITS Department prior to receiving such access the certification attached to said Policy.

(e) Napa County Workplace Violence Policy, adopted by the Board of Supervisors effective May 23, 1995 and subsequently revised effective November 2, 2004, which is located in the County of Napa Policy Manual Part I, Section 37U.

#### 10. Confidentiality.

(a) COUNTY and NVUSD/NVAE shall abide by all applicable state and federal privacy laws with respect to student information.

#### 11. No Assignments or Subcontracts.

(a) In General. A consideration of this MOU is the personal reputation of NVUSD/NVAE; therefore, NVUSD/NVAE shall not assign any interest in this MOU or subcontract any of the services NVUSD/NVAE is to perform hereunder without the prior written consent of COUNTY, which shall not be unreasonably withheld. The inability of the assignee to provide personnel equivalent in experience, expertise, and numbers to those provided by NVUSD/NVAE, or to perform any of the remaining services required under this MOU within the same time frame required of NVUSD/NVAE shall be deemed to be reasonable grounds for COUNTY to withhold its consent to assignment. For purposes of this subparagraph, the consent of COUNTY may be given by the Chief Technology Officer. COUNTY shall not assign any interest in this MOU or subcontract any of its obligations hereunder without the prior written consent of NVUSD/NVAE, which shall not be unreasonably withheld.

12. Amendment/Modification. Except as specifically provided herein, this MOU may be modified or amended only in writing and with the prior written consent of both parties.

#### 13. Interpretation; Venue.

(a) Interpretation. The headings used herein are for reference only. The terms of the MOU are set out in the text under the headings. This MOU shall be governed by the laws of the State of California without regard to the choice of law or conflicts.

(b) Venue. This MOU is made in Napa County, California. The venue for any legal action in state court filed by either party to this MOU for the purpose of interpreting or enforcing any provision of this MOU shall be in the Superior Court of California, County of Napa, a unified court. The venue for any legal action in federal court filed by either party to this MOU for the purpose of interpreting or enforcing any provision of this MOU lying within the jurisdiction of the federal courts shall be the Northern District of California. The appropriate venue for arbitration, mediation or similar legal proceedings under this MOU shall be Napa County, California; however, nothing in this sentence shall obligate either party to submit to mediation or arbitration any dispute arising under this MOU.

14. Compliance with Laws. NVUSD/NVAE shall observe and comply with all applicable Federal, State and local laws, ordinances, and codes. Such laws shall include, but not be limited to, the following, except where prohibited by law:

(a) Non-Discrimination. During the performance of this MOU, NVUSD/NVAE and its subcontractors shall not deny the benefits thereof to any person on the basis of race, color, ancestry, national origin or ethnic group identification, religion or religious creed, gender or self-identified gender, sexual orientation, marital status, age, mental disability, physical disability, genetic information, or medical condition (including cancer, HIV and AIDS), or political affiliation or belief, nor shall they discriminate unlawfully against any employee or applicant for employment because of

race, color, ancestry, national origin or ethnic group identification, religion or religious creed, gender or self-identified gender, sexual orientation, marital status, age (over 40), mental disability, physical disability, genetic information, or medical condition (including cancer, HIV and AIDS), use of family care leave, or political affiliation or belief. NVAE shall ensure that the evaluation and treatment of employees and applicants for employment are free of such discrimination or harassment.

(b) Documentation of Right to Work. NVUSD/NVAE agrees to abide by the requirements of the Immigration and Control Reform Act pertaining to assuring that all newly hired employees of NVAE performing any services under this MOU have a legal right to work in the United States of America, that all required documentation of such right to work is inspected, and that INS Form I-9 (as it may be amended from time to time) is completed and on file for each employee.

NVUSD/NVAE shall make the required documentation available upon request to COUNTY for inspection.

(c) Inclusion in Subcontracts. To the extent any of the services required of NVUSD/NVAE under this MOU are subcontracted to a third party, NVUSD/NVAE shall include all of the provisions of this Paragraph 19 in all such subcontracts as obligations of the subcontractor.

(d) Grant Requirements. NVUSD/NVAE and COUNTY agree to comply with all of the requirements for grants awarded by the California Public Utilities Commission's California Advanced Services Fund Broadband Adoption Account program.

COUNTY shall observe and comply with all applicable Federal, State, and local laws, ordinances, and codes in connection with its performance under this MOU.

## 15. Disbursement of Grant Funds.

(a) Eligible Cost (Sole Item). NVUSD/NVAE may invoice COUNTY only for the budget line item "Staff for Instruction," in an aggregate amount not to exceed Twenty-Nine Thousand Seven Hundred Dollars (\$29,700) for the Term. All other reimbursable costs, if any, are payable to COUNTY as the grant recipient.

(b) Invoicing Procedure. NVUSD/NVAE shall submit invoices to COUNTY quarterly, within thirty (30) days after the close of the billing period, for eligible "Staff for Instruction" costs incurred during that period. Each invoice shall: (a) identify the billing period; (b) itemize instructor name(s), class dates, class location(s), hours worked per class session, hourly rates, and extended amounts; (c) state the cumulative billed-to-date total against the \$29,700 not-to-exceed amount; (d) attach supporting documentation, including signed instructional staff timesheets and class rosters/attendance logs; and (e) include a certification by an authorized NVUSD/NVAE representative that the costs are true, correct, incurred within the Term, allocable to the Grant, and compliant with grant requirements. Invoices shall be transmitted to Napa County Information Technology Services, 650 Imperial Way, Suite 201, Napa, CA 94559 Attention: Mark Revis.

(c) COUNTY Review and Payment. Within fifteen (15) business days after receipt of an invoice, COUNTY shall either (a) notify NVUSD/NVAE in writing of any deficiencies to be cured, or (b) process the invoice for submission to the grantor in accordance with grant requirements. Subject to COUNTY's receipt of corresponding grant funds from the grantor, COUNTY shall remit payment of approved "Staff for Instruction" amounts to NVUSD/NVAE within fifteen (15) business days after COUNTY's receipt of such grant funds, by check to: NAPA VALLEY UNIFIED SCHOOL DISTRICT Accounts Receivable, Attention: NVAE, 2425 Jefferson St., Napa, CA 94558. Total payments shall not exceed \$29,700.

(d) **Non-Reimbursable NVUSD/NVAE Expenses.** The following NVUSD/NVAE expenses are expressly non-reimbursable under this MOU: shared tracking of device inventory; maintenance of project records; and attendance at and participation in project progress meetings.

**16. Access to Records/Retention.** Upon reasonable written request by COUNTY, any federal or state grantor agency funding all or part of the compensation payable hereunder, the State Controller, the Comptroller General of the United States, or the duly authorized representatives of any of the above, NVAE agrees to provide access to any financial books, documents, papers and records (together referred to herein as "Finance materials") of NVUSD/NVAE which are directly pertinent to the subject matter of this MOU for the purpose of making audit, examination, excerpts and transcriptions, except where such Finance materials are protected by law or attorney-client privilege or contain attorney work product or confidential or proprietary information of NVUSD/NVAE. Except where longer retention is required by any federal or state law, NVUSD/NVAE shall maintain all required records for at least seven (7) years after COUNTY makes final payment for any of the work authorized hereunder and all pending matters are closed, whichever is later.

**17. Authority to Contract.** NVUSD/NVAE and COUNTY each warrant hereby that they are legally permitted and otherwise have the authority to enter into and perform this MOU.

**18. Conflict of Interest.**

(a) **Covenant of No Undisclosed Conflict.** The parties to the MOU acknowledge that they are aware of the provisions of Government Code section 1090, et seq., and section 87100, et seq., relating to conflict of interest of public officers and employees. NVUSD/NVAE hereby covenants that it presently has no interest not disclosed to COUNTY and shall not acquire any interest, direct or indirect, which would conflict in any material manner or degree with the performance of its services or confidentiality obligation hereunder, except as such as COUNTY may consent to in writing prior to the acquisition by NVUSD/NVAE of such conflict. NVUSD/NVAE further warrants that it is unaware of any financial or economic interest of any public officer or employee of COUNTY relating to this MOU. NVUSD/NVAE agrees that if such financial interest does exist at the inception of this MOU, COUNTY may terminate this MOU immediately upon giving written notice without further obligation by COUNTY to NVUSD/NVAE under this MOU.

**19. Third Party Beneficiaries.** Nothing contained in this MOU shall be construed to create any rights in third parties and the parties do not intend to create such rights.

**20. Attorney's Fees.** In the event that either party commences legal action of any kind or character to either enforce the provisions of this MOU or to obtain damages for breach thereof, the prevailing party in such litigation shall be entitled to all reasonable documented costs and reasonable attorney's fees incurred in connection with such action.

**21. Severability.** If any provision of this MOU, or any portion thereof, is found by any court of competent jurisdiction to be unenforceable or invalid for any reason, such provision shall be severable and shall not in any way impair the enforceability of any other provision of this MOU.

**22. Entirety of Contract.** This MOU, including any documents expressly incorporated by reference whether or not attached hereto, constitutes the entire MOU between the parties relating to the subject of this MOU and supersedes all previous MOUs, promises, representations, understandings and negotiations, whether written or oral, among the parties with respect to the subject matter hereof.

**23. Special Terms and Conditions. [RESERVED]**

IN WITNESS WHEREOF, this MOU was executed by the parties hereto as of the date first above written.

NAPA VALLEY UNIFIED SCHOOL DISTRICT

By:   
 Monica Ready  
 B3FFFF79CB80440  
 Monica J. Ready, Ed. D  
 Asst. Superintendent of Instructional Services

By:   
 Coleen Petersen, Principal  
 Napa Valley Adult Education

Board Approval: Vera Morales  
 Date: 10/23/25

NAPA COUNTY, a political subdivision of the State of California

By: \_\_\_\_\_, Chair of the Board of Supervisors  
 AMBER MANFREE

APPROVED AS TO FORM Office of County Counsel  By: <u>Ryan Fitzgerald (e-sign)</u> Deputy County Counsel  Date: <u>October 2, 2025</u>  PL No. <u>140089</u>	APPROVED BY THE NAPA COUNTY BOARD OF SUPERVISORS  Date:  Processed By:  _____  Deputy Clerk of the Board	ATTEST: NEHA HOSKINS Clerk of the Board of Supervisors  By:
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**EXHIBIT "A"**

**I. DESCRIPTION OF SERVICES.** COUNTY shall be the primary applicant for a grant to fund digital literacy/equity programs from the California Public Utilities Commission. NVUSD/NVAE will be a sub-grantee and shall provide digital literacy training classes to adult students within Napa County. COUNTY shall administer the grant and provide take-home computing devices to qualifying completers of the digital literacy training classes. See Exhibit B for the project budget.

It is intended that the digital literacy classes NVUSD/NVAE provides using the grant funds will utilize the same curricula as NVAE's standard digital literacy classes (Computer Skills/Habilidades en Computacion and ASK-12).

**II. OBLIGATIONS OF NVUSD/NVAE.** NVUSD/NVAE shall:

- a. Provide fifteen digital literacy classes at locations within Napa County.
- b. Provide the classes at no cost to students.
- c. Arrange for the provision of classrooms for each class.
- d. Ensure that each instructor is qualified to teach digital literacy.
- e. Provide each student with classroom supplies as required for each lesson.
- f. Distribute handouts to each student informing them of low-cost internet service plans available within Napa County (COUNTY will provide the handout materials).
- g. Keep and maintain student attendance logs and performance records.
- h. Perform pre-and-post class student assessments. Assessments shall be the same as those performed for previous digital literacy classes, except they shall include these additional questions:
  - a. Pre-assessment questions asking each student if they currently have an internet service subscription, what type of service (home or cellular phone) and usage (smartphone only, computer, or both) and which provider.
  - b. A post-assessment question asking students whether they intend to obtain a new internet service subscription.
- i. Provide certificates to students who satisfactorily complete each class.
- j. Provide pre-and-post assessment data with personally identifiable information redacted to COUNTY at the completion of the fifteen classes.
- k. Attend project progress meetings.
- l. Assist COUNTY in tracking computing device inventory and maintenance of project records.
- m. Comply with all grant requirements.
- n. Bear all costs and expenses associated with the provision of each digital literacy class.
- o. Submit requests for reimbursement of the costs of teacher's work hours and time spent by administrative staff on allowable project activities to COUNTY in a timely manner. See Exhibit B for allowed project administrative activities. Note: Administrative activities are considered local matching funds and are not reimbursable by the grant.

**III. OBLIGATIONS OF COUNTY.** COUNTY shall:

- a. Perform its grant administration duties at no cost to NVUSD/NVAE. See Exhibit B for allowed project administrative activities. Note: Administrative activities are considered local matching funds and are not reimbursable by the grant.
- b. Prepare informational handouts regarding low-cost internet service plans and provide them to NVAE.
- c. Purchase 133 computing devices for the purpose of distributing to completers of the

classes and track the inventory of devices.

- d. Provide qualifying completers of each of the fifteen classes with a computing device, provided there are a sufficient number of devices in inventory to do so.
- e. Hold monthly project progress meetings.
- f. Comply with all grant requirements.
- g. Submit requests for reimbursements to the grantor in a timely manner and distribute reimbursed funds to NVUSD/NVAE.

## Exhibit B - Project Budget

County of Napa CASF Adoption Account Grant Application				
Project Activity / Expense	Quantity	Unit Cost	Total Cost	Comment
Take-home computing devices for completers	133	\$300.00	\$39,900.00	
Staff for instruction	412.5	\$72.00 per hour	\$29,700.00	
Anti-virus software	133	\$40.00	\$5,320.00	
Extended warranty/tech support for take-home computing devices	133	\$60.00	\$7,980.00	
Administrative costs			\$15,414.00	See breakdown below.
			<b>TOTAL:</b>	<b>\$98,314.00</b>

## Estimate of Administrative Effort / Allowed Project Administrative Activities (offered as matching funds; not reimbursable)

Administrative Activity	Hours/Month	Months	Total Hours	Rate	Totals	Assigned to:
Procurement of computing devices and software	48	1	48	83.00	3,984.00	COUNTY
Tracking inventory of computing devices	4	6	24	83.00	1,992.00	COUNTY
Tracking inventory of computing devices	4	6	24	72.00	1,728.00	NVAE
Income verification of device recipients	6	6	36	83.00	2,988.00	COUNTY
Maintenance of project records; submission of quarterly reports and reimbursement requests	4	6	24	83.00	1,992.00	COUNTY
Maintenance of project records	2	6	12	100.00	1,200.00	NVAE
Project Progress Meetings	1	6	6	83.00	498.00	COUNTY
Project Progress Meetings	1	6	6	72.00	432.00	NVAE
Project Progress Meetings	1	6	6	100.00	600.00	NVAE
				<b>TOTAL</b>	<b>15,414.00</b>	

Note: Administrative effort estimate is approximate and subject to change.



# Napa County

## Board Agenda Letter

1195 THIRD STREET  
SUITE 310  
NAPA, CA 94559  
[www.napacounty.gov](http://www.napacounty.gov)  
Main: (707) 253-4580

Board of Supervisors

**Agenda Date:** 1/27/2026

**File ID #:** 26-41

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**TO:** Board of Supervisors

**FROM:** Meg Ragan, Chief Technology Officer

**REPORT BY:** Mark Revis, Broadband Project Manager

**SUBJECT:** Accept a grant from California Public Utilities Commission and approve the related budget amendment

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### **RECOMMENDATION**

Accept a grant for \$28,977 from the California Public Utilities Commission; and approve the related Budget Amendment. (Fiscal Impact: \$28,977 Revenue and Expense, Information Technology Systems Fund, Not Budgeted, Discretionary)

[4/5 vote required]

### **BACKGROUND**

The California Public Utilities Commission has awarded Napa County a grant in the amount of \$28,977 to support the installation of a Wi-Fi network at the county-owned Calistoga Farmworker Center. A required match of \$18,350 over five years for operations and maintenance of the network will be required. The costs for ongoing operations and maintenance of the network will be the responsibility of the Napa County Housing Authority (NCHA). Acceptance of this funding will allow the Calistoga Farmworker Center to expand and improve Wi-Fi, and provide residents with access to online services including education, healthcare, banking, transportation, social services, and civic engagement.

On March 14, 2025, ITS issued an informal Request for Quotation (RFQ) on behalf of the NCHA for a pilot project to procure, install, maintain and manage a new Wi-Fi network with high-speed internet access for the Calistoga Farmworker Center. The lowest responsive bid was submitted by Personal Computing, Inc. d/b/a Valley Internet, in the amount of \$47,463. Of that amount, \$29,113 is for the purchase and installation of the new network, and the remainder, \$18,350, is for the maintenance and management of the network for five years following the acceptance of the grant. On July 1, 2025, the division of Information Technology Services (ITS) submitted an application for a grant from the California Public Utilities Commission to fund the project.

The notification of the grant award in the amount of \$28,977 was received from the CPUC on December 19, 2025. After consultation with the Auditor-Controller's Office, it was decided that ITS should accept the grant, then transfer the funds to the Napa County Housing Authority (NCHA). A separate item is being presented to the NCHA Board of Commissioners to accept the transfer of funds and to amend their budget for the costs of construction and the ongoing operations and maintenance of the network, and to execute the contract with Personal Computing, Inc. d/b/a Valley Internet.

Requested Action:

1. Accept grant from California Public Utilities Commission in the amount of \$28,977; and
2. Approve a Budget Amendment increasing appropriations of \$28,977 in Fund 4200 Subdivision 4200000 ITS Admin, Account 54800 -Contributions, offset by Account 43790 - ST Other Funding. (4/5 vote required)

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Approval will improve living conditions for farmworkers in Napa County and help maintain an adequate pool of skilled workers.
Is the general fund affected?	No
Future fiscal impact:	A required match of \$18,350 over five years for operations and maintenance of the network will be required. The costs for ongoing operations and maintenance of the network will be the responsibility of the Napa County Housing Authority (NCHA).
Consequences if not approved:	Limited access to online resources including education, finances, transportation.

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: It has been determined that this type of project does not have a significant effect on the environment and is exempt from the California Environmental Quality Act. [See Class 1 ("Existing Facilities") which may be found in the guidelines for the implementation of the California Environmental Quality Act at 14 CCR §15301; see also Napa County's Local Procedures for Implementing the California Environmental Quality Act, Appendix B.]



PUBLIC UTILITIES COMMISSION  
 STATE OF CALIFORNIA  
 505 VAN NESS AVENUE | SAN FRANCISCO, CALIFORNIA 94102  
 300 CAPITOL MALL | SACRAMENTO, CALIFORNIA 95814

December 19, 2025

Mark Revis  
 mark.revis@countyofnapa.org  
 650 Imperial Way, Suite 201  
 Napa, CA 94559

**SUBJECT: CASF PUBLIC HOUSING ACCOUNT GRANT AWARD**

This letter serves to inform you that the California Public Utilities Commission (CPUC) Communications Division (CD) approves California Advanced Services Fund (CASF) Broadband Public Housing Account (BPHA Account) grant funding to the County of Napa (Grantee) of up to \$28,976.69 for the County of Napa Calistoga Farmworker Center - Infrastructure (Project).

PROJECT NAME	ADDRESS	GRANT
County of Napa Calistoga Farmworker Center - Infrastructure	3996 N. St. Helena Hwy., Calistoga, CA, 94515	\$28,976.69

**Requirements**

The grant award is predicated on the grantee's commitment to install and operate broadband infrastructure as expressed in its application and consistent with the Ministerial Review criteria that Grantee agreed and/or attested to in its application which includes meeting all milestones and goals for each project(s) as well as fulfilling the requirements per Decision (D.) 24-03-041.<sup>1</sup> Key requirements include, among others:

- Grantee agrees to complete the project within 12 months from the date of the Commission approval.
- The proposed network is capable of providing broadband internet service speeds of at least 100 Mbps downstream and 20 Mbps upstream for an average user during peak and off-peak hours, or current state standard, whichever is higher (supported by submitted documentation).
- Grantee attests that it will not charge residents for broadband internet services.

<sup>1</sup> D.24-03-041, Appendix A, Section VII., authorizes CD Staff to approve applications that meet all the criteria for Ministerial Review.

- Grantee attests that no broadband service provider offers free service that meets state standards, as defined in Section III, to the subject low-income community.
- Grantee agrees to secure project-funded hardware to prevent theft and vandalism.
- Grantee attests that it will operate and maintain project equipment, broadband technology, and internet services for at least five years after successful completion of the project and that it has sufficient funds to do so, and that it will acquire the necessary hardware warranty and service agreement to support the operation of the proposed network for the five-year period.
- Grantee must attest that it expects the property to be in residential use as a low-income community as defined above for at least the next 10 years.
- Grantee has an identified internet service provider with the required internet bandwidth capacity at the MPOE.
- Grantee agrees not to raise rents or charge any costs as a direct result of the broadband infrastructure improvements received under the grant for a period of 5 years after completion of the project.<sup>2</sup>
- Grantee agrees to abide by the CASF program rules the Commission established as well as all other applicable state and federal rules and regulations concerning broadband services.
- Grantee agrees to abide by the Commission's Rules of Practice and Procedure and applicable statutes, and to be subject to Public Utilities Code sections 2108 and 2111.

## Reporting

The grant award is also contingent upon fulfilling the reporting requirements per D.24-03-041, Appendix A. Grantees are required to submit a project status report with all required information<sup>3</sup> within six months of the project award date if the project has not been completed, irrespective of whether the grantee requests reimbursement or payment. Grantees must submit a project completion report with all required supporting documentation to receive final payment<sup>4,5</sup>.

From the date broadband network and internet services are turned on the grantees are required to submit a KPI (Key Performance Indicator) report bi-annually for a period of five years. The KPI report and its supporting system data can be submitted through an online portal that can be found on the [Commission website](#).

## Payment

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<sup>2</sup> D.24-03-041, Appendix A, p. 19 This applies to applicants other than publicly supported and tribal housing developments and farmworker housing. Applicants must also provide tenants notice of the upgrade as a condition of the grant award.

<sup>333</sup> Id at p. 31.

<sup>4</sup> [Quarterly Report Template](#)

<sup>5</sup> [Completion Report Template](#)

Grantees are eligible to request payment for the expenditures incurred during the first six months if the grantee submits a six- month project status report and certifies that the status report is true and correct under penalty of perjury.

Grantees shall submit final requests for payment no later than 90 days after completion of the project. If the grantee cannot complete the project within the 12-month timeline, the grantee must notify the Director of Communications Division as soon as they become aware that they may not meet the project timeline. In the event the grantee fails to notify the Director of Communications Division, the Commission may withhold or reduce payment.

Grantees must submit the project status and completion reports with all required supporting documentation for the staff to review in order to receive payment. Payments are based on submitted receipts, invoices and other supporting documentation showing expenditures incurred and work done on the project in accordance with the approved CASF funding budget included in the grantee's application.<sup>6</sup>

Grantees records and invoices are subject to financial audit by the Commission at any time within three years after the final payment is made. If any portion of reimbursement is found to be out of compliance, grantees will be responsible for refunding any disallowed amount along with appropriate interest rates determined in accordance with applicable Commission decisions.

### **Execution and Performance**

The grantee shall start the project within 30 days upon grant approval and complete the project within a 12-month timeframe. Should the grantee or contractor fail to commence work within 30 days of grant approval, the Commission or Director of Communications Division, upon five (5) days written notice to the CASF recipient, reserves the right to terminate the award. If the grantee is unable to complete the project within the required 12-month timeframe, it must notify the Commission as soon as it becomes aware of this prospect. The Commission reserves the right to reduce or withhold payment failure to satisfy this requirement. Grantees must operate and maintain the network for a minimum of five years after it has been installed.

The grantee must complete all the performance on the project before the termination date in accordance with the terms of approval granted by the Commission. In the event that the grantee fails to complete the project or subsequently operate and maintain the network service in accordance with the terms of approval granted by the Commission and compliance with CASF program guidelines, the grantee must reimburse some or all of the CASF BPHA funds that it has received.

Material changes in the entries for this application, such as discontinuing operation or bankruptcy, or change of name (DBA), change of address, telephone, fax number or e-mail address must be reported immediately by a letter to the CPUC, Director of the Communications Division, 505 Van Ness Avenue, San Francisco, CA 94102.

Grantees must notify the Commission about any proposed sale or transfer of ownership of the project property that occurs prior to the completion of the 5-year requirement. Notice is

required in writing to the Director of Communications Division of its intent to transfer assets within five days of becoming aware of these plans, along with an affidavit stating that the new entity will take full responsibility and ownership to comply with the grant terms.<sup>7</sup>

**Award Acceptance**

Grantees must sign the Consent Form (Attachment 1) and the Payee Record Form (Attachment 2) and email both within 30 days from the date of this award letter to [CPUC\\_Housing@cpuc.ca.gov](mailto:CPUC_Housing@cpuc.ca.gov). If the Grantee does not submit the Consent Form within 30 calendar days from the date of the award, the CPUC may deem the grant null and void.

If you have any questions, please contact [CPUC\\_Housing@cpuc.ca.gov](mailto:CPUC_Housing@cpuc.ca.gov).

Sincerely,

/s/ Maria Ellis

Maria I. Ellis,  
Director for Broadband Initiatives  
Communications Division

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<sup>7</sup> D.24-03-041, Appendix A, pp. 33-34.

ATTACHMENT 1

Consent Form and Acknowledgement and Acceptance of the  
California Advanced Services Fund Broadband Public Housing Grant  
Award

ATTACHMENT 2

Payee Record Form

## Consent Form

Name of Grantee: County of Napa



The Grantee identified above hereby acknowledges receipt of the California Public Utilities Commission Resolution T- or Award Letter dated 12/19/25 and agrees to comply with all grant terms, conditions, and requirements set forth in the Resolution or Award Letter, as well as all CASF rules, including those in the Broadband Public Housing Account Requirements, Guidelines and Application Materials. If applicable, Grantee must fulfill the monthly reporting requirements set forth in Public Utilities Code section 281(l)(1) if it is using a licensed contractor or subcontractor to undertake a contract or subcontract in excess of twenty-five thousand dollars (\$25,000) to perform work on a project funded or financed by CASF.

Should the grantee not accept the award through failure to submit the Consent Form within 30 calendar days from the date of the award, the Commission will deem the grant null and void.

Undersigned representative of County of Napa [Name of Grantee] is duly authorized to execute this Consent Form on behalf of the Grantee and to bind the Grantee to the terms, conditions, and requirements set forth in California Public Utilities Commission Resolution T- \_\_\_\_\_ or Award Letter.

Dated this 27th day of January, 2026.

Signature

Amber Manfree

Printed Name

Title: Chair, Napa County Board of Supervisors

Organization or Name of Company

650 Imperial Way, Suite 201 Napa, CA 94559

Business Address (include street address, suite/apt. number, city, state, and ZIP Code):

Telephone Number (include area code): (707) 299-1519

Email Address: mark.revis@countyofnapa.org

**APPROVED AS TO FORM**  
Office of County Counsel

By: Ryan Fitzgerald (e-sign)

Date: December 23, 2025

Project ID: 13115334



PUBLIC UTILITIES COMMISSION  
STATE OF CALIFORNIA  
505 VAN NESS AVENUE | SAN FRANCISCO, CALIFORNIA 94102  
300 CAPITOL MALL | SACRAMENTO, CALIFORNIA 95814

December 29, 2025

Mark Revis  
Broadband Project Manager  
County of Napa  
650 Imperial Way, Suite 201  
Napa, CA 94559  
E-mail: [mark.revis@countyofnapa.org](mailto:mark.revis@countyofnapa.org)

**SUBJECT: PROJECT CONSENT FORM EXTENSION APPROVAL**

Dear Mr. Revis,

This letter serves to inform the County of Napa (Napa) that the California Public Utilities Commission (CPUC) Communications Division approves its December 19, 2025 request for additional time to submit its signed consent form accepting its California Advanced Services Fund (CASF) Broadband Public Housing Account Infrastructure grant listed below.

Project Name	Address	Grant
County of Napa Calistoga Farmworker Center - Infrastructure	3996 N. St. Helena Hwy., Calistoga, CA, 94515	\$ 28,976.69

The Broadband Public Housing Account rules set forth in Decision (D.) 24-03-041 state:

“All grantees are required to sign a consent form within 30 days from the date of the award agreeing to the terms stated in the resolution or award letter authorizing the CASF award. The agreement will provide the name of the grantee, names of officers, and must be signed by the grantee. Should the grantee not accept the award through failure to submit the consent form within 30 calendar days from the date of the award, the Commission may deem the grant null and void.”

Napa’s application was approved via award letter for the projects listed in above on December 19, 2025, and is required to submit a signed consent form accepting the grant no later than January 18, 2026.

Your extension request states, “The County is required to obtain the authorization of our Board of Supervisors to accept this grant, and, due to the timing of the receipt of the award letter and scheduling delays caused by the . . . the holidays, our Board will not be able to provide this authorization until their meeting scheduled for January 27, 2026. . . . Therefore, the County is requesting that the Commission waive the thirty-day requirement and extend the deadline for submission of the forms by e-mail until January 28, 2026, to give the County time to obtain the authorization and to sign and process the forms.”

We grant an extension of time to submit the signed consent form to no later than January 28, 2026. Please note that the project cannot start until the consent form is submitted accepting the grant.<sup>1</sup>

If you have any questions or concerns, please contact Taylor Cheim at [taylor.cheim@cpuc.ca.gov](mailto:taylor.cheim@cpuc.ca.gov).

Sincerely,



Maria I Ellis  
Director for Broadband Initiatives  
Communications Division

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<sup>1</sup> The Commission may withhold, reduce, or terminate grant payments if the grantee does not comply with any of the requirements set forth in its application and compliance with the CASF.



# Napa County

## Board Agenda Letter

1195 THIRD STREET  
SUITE 310  
NAPA, CA 94559  
[www.napacounty.gov](http://www.napacounty.gov)  
Main: (707) 253-4580

Board of Supervisors

**Agenda Date:** 1/27/2026

**File ID #:** 26-171

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**TO:** Board of Supervisors  
**FROM:** Anthony Halstead - Director of Library Services  
**REPORT BY:** Michelle Carreon - Supervising Staff Services Analyst  
**SUBJECT:** Establish a Change Fund Account - Law Library

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### **RECOMMENDATION**

Approve establishment of a change fund account for the Law Library in the amount of \$60. (Fiscal Impact: \$60 Expense; Library Fund; Not Budgeted; Discretionary)

### **BACKGROUND**

Per the Imprest Cash Procedure, Section VIII., which went into effect on January 1, 2019, requires Board approval for the establishment of an Imprest cash fund. The Law Library provides copier and printing services to the general public for use within the Law Library. Library staff are responsible for maintaining printer and copier supplies, as well as the associated change fund. To support ongoing operations, the Law Library will need to establish a new fund account to replenish coinage used in the machines for making change from cash transactions.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	To provide change for the general public to allow use of the copy and print services in the Law Library
Is the general fund affected?	No
Future fiscal impact:	None
Consequences if not approved:	Law Library will not be allowed to provide change for the general public nor maintain the copy machine automatic change dispenser
Additional Information	Strategic Initiative: Elevate County Service and Workforce Excellence

**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.



# Napa County

## Board Agenda Letter

1195 THIRD STREET  
SUITE 310  
NAPA, CA 94559  
[www.napacounty.gov](http://www.napacounty.gov)  
Main: (707) 253-4580

Board of Supervisors

**Agenda Date:** 1/27/2026

**File ID #:** 26-04

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**TO:** Housing Authority Commissioners

**FROM:** Jennifer Palmer, Executive Director

**REPORT BY:** Alex Carrasco, Project Manager

**SUBJECT:** Approval of Agreement with Personal Computing, Inc. (dba Valley Internet) for Calistoga Farmworker Center Wi-Fi Network Installation and Maintenance, and Budget Amendment

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### **RECOMMENDATION**

Approve and authorize the Executive Director to sign Agreement No. 260177B (NCHA) with Personal Computing, Inc. (dba Valley Internet), for the installation, maintenance and management of a new Wi-Fi network for the Calistoga Farmworker Center; and approve a Budget Amendment. (Fiscal Impact \$47,463, Housing Authority Fund, Not Budgeted, Discretionary)

[4/5 vote required]

### **BACKGROUND**

On July 1, 2025, Napa County Information Technology Services (ITS) applied for grant funding from the California Public Utilities Commission (CPUC) on behalf of the Napa County Housing Authority (Authority) to pilot a project to procure, install, maintain, and manage a new Wi-Fi network with high speed internet service for all residents of the Calistoga Farmworker Center. The existing network is limited to a small number of users, leading to a digital divide - the gulf between those who have ready access to computers and the internet, and those who do not. Increasing access improves access and opportunities for education, employment, and essential services. On December 19, 2025, ITS notified Napa County Authority staff that the CPUC approved funding in the amount of \$28,977 for the installation of network. The grant is predicated on a commitment by the Authority to maintain and manage the network for five years, not charge residents for broadband internet service, and on not raising rents or charge any costs as a direct result of broadband infrastructure improvements received under the grant for a period of 5 years after project completion, for example.

In conjunction with Board of Supervisors' consideration to accept the CPUC grant, staff request execution of an agreement with Personal Computing, Inc. (doing business as Valley Internet) to begin installation, maintenance, and management of such network. For fiscal year 2026, Valley Internet shall be compensated for infrastructure installation (\$29,113), and general network maintenance (\$3,670) for a total of \$32,783. For future fiscal years

(2027-2030) Valley Internet shall be compensated \$3,670 per fiscal year for a total of \$14,680 to continue network maintenance. In addition to Valley Internet's services, the project also requires the Center to bring in a new broadband internet service provider, Comcast, to provide internet services, for a total of \$3,000 through the end of the current fiscal year, offset by fund balance.

Requested Action:

1. Approve and Authorize the Executive Director to sign Agreement No. 260177B (NCHA) with Personal Computing, Inc. (dba Valley Internet) in the amount of \$47,463; and
2. Approve a Budget Amendment (4/5 vote required):
  - a. Increasing appropriations in the amount of \$29,113 in Fund 5060, Subdivision 5060501 NCHA-Calistoga Center, Account 52505 - Maintenance Building and Improvements to fund project construction and installation, offset by grant funding of \$28,977 in Account 48200 - Transfers In, coming in from the Napa County Information Technology Services, and \$136 in Account 49900 - Intrafund Transfers In;
  - b. Increasing appropriations in the amount of \$6,670 in Fund 5060 Subdivision 5060501 NCHA-Calistoga Center, Account 52800 - Communications/Telephone to fund broadband internet services, offset by Account 49900 - Intrafund Transfers In; and
  - c. Increasing appropriations in the amount of \$6,806 in Fund 5060 Subdivision 5060000 NCHA Admin, Account 57900 - Intrafund Transfers Out, offset by the use of fund balance.

**FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The agreement and budget adjustment align with the grant funding. Approval will improve living conditions for all residents at the center and help maintain an adequate pool of skilled workers for the local economy.
Is the general fund affected?	No
Future fiscal impact:	Ongoing broadband internet service for the facility.
Consequences if not approved:	Not eliminating the digital divide. Limited access and opportunities for education, civic engagement, healthcare.

**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.

## NAPA COUNTY AGREEMENT NO. 260177B (NCHA)

### CALISTOGA FARMWORKER CENTER WI-FI NETWORK AGREEMENT

THIS AGREEMENT is made and entered into in Napa County, California, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, ("Effective Date") by and between NAPA COUNTY HOUSING AUTHORITY, a Public Housing Authority pursuant to California Health and Safety Code section 34200 et seq., hereinafter referred to as "AUTHORITY," and Personal Network Computing Inc. doing business as Valley Internet, whose address is 4160 Suisun Valley Road E-712, Fairfield, CA 94534, hereinafter referred to as "CONTRACTOR."

#### RECITALS

- A. WHEREAS, AUTHORITY wishes to obtain professional services, as authorized by Government, Code section 31000, in order to provide, install, maintain and manage a new Wi-Fi network, consisting of Customer Premises Equipment (CPE) such as routers, switches and Wi-Fi access points, including accessory equipment and cabling, at the Farmworker Center.
- B. WHEREAS CONTRACTOR, was selected to perform the work and services after an informal competitive process was completed on May 16, 2025. Four (4) potential, qualified contractors were asked to provide quotes and Valley Internet was the lowest bidder.
- C. For good and valuable consideration, the sufficiency of which is acknowledged, AUTHORITY and CONTRACTOR agree as follows:

#### AGREEMENT

#### ARTICLE I – SCOPE OF SERVICES

**1.1 Scope of Services.** CONTRACTOR shall provide professional services to AUTHORITY as described in Exhibit A to this Agreement, and in accordance with the Contract Documents. The Contract Documents consist of this Agreement and its Exhibits, the Request for Quotations issued by County of Napa (on behalf of AUTHORITY), and Contractor's quotation.

**1.2 Schedule.** CONTRACTOR shall perform and complete the scope of services in accordance with the schedule set forth in Exhibit A. CONTRACTOR shall further perform the scope of services in compliance with any interim milestones or deadlines, as may be set forth in Exhibit A.

**1.3 Standard of Care.** CONTRACTOR represents that the professional services rendered under this Agreement shall be performed in accordance with the standards customarily adhered to by an experienced and competent professional using the degree of care and skill ordinarily exercised by reputable professionals practicing in the same field of service in the State of

California. CONTRACTOR shall correct any professional services falling below this standard at its sole cost and expense, if notified by AUTHORITY within one year after completion of such services. This remedy is in addition to any other remedies that may be available to AUTHORITY in law or equity.

**1.4 Correction of Deficient Services.** CONTRACTOR shall take reasonable steps to commence correction of any services that fail to meet the standard of care within seven days of receipt of written notice from AUTHORITY unless otherwise agreed by the parties. If CONTRACTOR fails to commence such steps within the seven day or other agreed-upon period, AUTHORITY may, in addition to any other remedies provided under the Contract Documents, commence correction of such services without further written notice to CONTRACTOR. If AUTHORITY takes such corrective action, CONTRACTOR shall be responsible for all reasonable costs incurred by AUTHORITY in performing such correction, including but not limited to the cost of AUTHORITY staff time and the amount paid to another CONTRACTOR to correct the deficient services.

**1.5 Warranty.** CONTRACTOR warrants to AUTHORITY that any construction, including all materials and equipment furnished as part of the construction, shall be new unless otherwise specified in this Agreement, of good quality, in conformance with the scope of work, Exhibits and any attachments thereto, and free of defects in materials and workmanship. CONTRACTOR shall correct or replace any work not in conformance with this warranty at its own cost and expense, if notified by AUTHORITY within one year after the date the project is complete, unless a longer period is specified by the Contract Documents.

**1.6 Warranty and Maintenance Response Time.** CONTRACTOR shall respond to alarms and AUTHORITY's notifications of performance issues immediately upon receipt, and take reasonable steps to commence performance of warranty and maintenance work within one business day unless otherwise agreed by the parties. If CONTRACTOR fails to commence such steps within the one business day or other agreed-upon period, County may, in addition to any other remedies provided under the Contract Documents, commence performance of such warranty work without further written notice to CONTRACTOR. If AUTHORITY takes such corrective action, CONTRACTOR shall be responsible for all reasonable costs incurred by AUTHORITY in performing the warranty work, including but not limited to the cost of AUTHORITY staff time and the amount paid to another CONTRACTOR to perform the warranty work

**1.7 Other Remedies.** This Article applies only to CONTRACTOR's obligation to correct services that do not meet the standard of care and to CONTRACTOR's obligation to correct warranty work and is not intended to constitute a period of limitations or waiver of any other rights or remedies AUTHORITY may have regarding the CONTRACTOR's other obligations under the Contract Documents or federal or state law.

**1.8 Government Code Section 7550.** Every document or report prepared by CONTRACTOR for or under the direction of AUTHORITY pursuant to this Agreement shall contain the numbers and dollar amounts of all contracts and subcontracts relating to the preparation of the document or written report if the total cost for the work performed by nonemployees of AUTHORITY exceeds five thousand dollars (\$5,000). The contract and subcontract numbers and dollar amounts shall be contained in a separate section of the document or written report. If multiple documents or written reports are the subject or product of this Agreement, the disclosure section may also contain a statement indicating that the total contract amount represents compensation for multiple documents or written reports.

## **ARTICLE II – DURATION OF AGREEMENT**

**2.1 Term of the Agreement.** The term of this Agreement shall begin on the Effective Date entered on page 1 of this Agreement. This Agreement shall expire five years after the Effective Date unless terminated earlier in accordance with this Article or as provided in Section 3.3.

**2.2 Suspension for Convenience.** AUTHORITY may suspend all or any portion of CONTRACTOR's performance under this Agreement at its sole option and for its convenience at no cost for a period of time not to exceed 60 days. AUTHORITY must give 10 days prior written notice to CONTRACTOR of such suspension. County may rescind the suspension prior to or at 60 days by providing CONTRACTOR with written notice of the rescission, at which time CONTRACTOR will be required to resume performance in compliance with the terms and provisions of this Agreement.

**2.3 Termination for Convenience.** AUTHORITY may terminate all or any portion of this Agreement at its sole option and for its convenience, by giving 30 days prior written notice of such termination to CONTRACTOR. The termination of the Agreement shall be effective 30 days after receipt of the notice by CONTRACTOR. After receipt of notice of termination of all or any portion of the Agreement, CONTRACTOR shall immediately discontinue all affected work or performance (unless the notice directs otherwise) and complete any additional work necessary for the orderly cessation of labor, filing of documents, demobilization from the jobsite, and closing of CONTRACTOR's affected performance under the Agreement. CONTRACTOR shall deliver to AUTHORITY all data, drawings, specifications, reports, estimates, summaries, and such other information and materials created or received by CONTRACTOR in performing this Agreement, whether completed or unfinished. CONTRACTOR may keep copies for its own records. AUTHORITY shall pay CONTRACTOR for services satisfactorily provided before the effective date of termination, and reasonable costs incurred by CONTRACTOR in providing AUTHORITY with the data and documents required by this paragraph. CONTRACTOR shall not be compensated for lost or anticipated profit or overhead on the terminated portion of this Agreement.

**2.4 Termination for Cause.** AUTHORITY may terminate this Agreement for default if CONTRACTOR fails to satisfactorily perform any material obligation required by this

Agreement. Default includes CONTRACTOR's failure to timely provide services in accordance with the schedule. If CONTRACTOR fails to satisfactorily cure a default within 10 days of receiving written notice from AUTHORITY specifying the nature of the default, AUTHORITY may immediately terminate this Agreement, and terminate each and every right of CONTRACTOR, and any person claiming any rights by or through CONTRACTOR under this Agreement. The rights and remedies of AUTHORITY enumerated in this paragraph are in addition to and independent of County's rights under any other provision of this Agreement and any right or remedy available to County at law or in equity.

**2.4.1 Absence of Default.** If after AUTHORITY gives notice of termination for cause, it is determined that CONTRACTOR was not in default of a material obligation of this Agreement, the termination shall be deemed to be a termination for the convenience of AUTHORITY under paragraph 2.3.

**2.5 Purchasing Agent's Authority.** The AUTHORITY Purchasing Agent or their designee is hereby authorized to make all decisions and take all actions required under this Article to suspend or terminate this Agreement.

## ARTICLE III – COMPENSATION

**3.1 Amount of Compensation.** AUTHORITY shall pay CONTRACTOR for satisfactory performance of the scope of services, as follows:

**3.1.1 Rates.** AUTHORITY shall pay CONTRACTOR according to the compensation and fee schedule set forth in Exhibit B.

**3.1.2 Expenses.** Travel or other expenses will only be reimbursed by AUTHORITY if such expenses are specifically identified in Exhibit B. Any travel expenses must comply with the Napa County Travel Policy found in the Napa County Policy Manual, Part I, Section 43, regardless of anything to the contrary in Exhibit B.

**3.1.3 Maximum Amount.** Notwithstanding paragraphs 3.1.1 and 3.1.2, the maximum payments under this Agreement shall not exceed a total of Forty-Seven Thousand, Four Hundred Sixty-Two Dollars and Fifty-Seven Cents (\$47,462.57)

**3.2 Payment Process.** CONTRACTOR may submit one invoice per calendar month, in arrears for services provided, to the Project Manager who will review the invoice to confirm its contents match the services provided during the period covered by the invoice. If approved, the invoice will be forwarded to the Napa County Auditor no later than 15 days following receipt of the invoice. Notwithstanding the foregoing, CONTRACTOR may submit one (1) initial invoice, upon project start, for up-front expenses not to exceed Seven Thousand Six Hundred Dollars (\$7,600.00). Such invoice may include costs related to hardware and supplies procurement and payment to an electrician sub-contractor.

**3.2.1 Content of Invoices.** Invoices shall be in a form acceptable to the Napa County Auditor and include CONTRACTOR's name, address, Social Security or Taxpayer Identification Number, and the Napa County Agreement number. If this Agreement provides for payment based on unit prices or tasks completed, invoices shall include itemization of the hours worked, descriptions of the tasks completed during the billing period, the names and positions of person(s) performing the services, and the hourly or task rates. If the Agreement or Exhibit B provides for a fixed or lump sum price and CONTRACTOR presents monthly invoices, each invoice must indicate the percentage of work completed (e.g., 50% of design or draft report) or the milestone(s) achieved in Exhibit B, which will allow CONTRACTOR to be paid the equivalent percentage of the fixed price.

**3.2.2 Expenses.** If the Agreement provides for reimbursement of expenses, invoices shall describe the nature and cost of the expense, and the date incurred. Receipts must be included with the invoice.

**3.3 Grant Award and Appropriation of Funds.** CONTRACTOR acknowledges that this project will be funded through an anticipated grant from the California Public Utilities Commission (CPUC) Broadband Public Housing Account (the "CPUC Grant"). If the grant application is denied by the CPUC, the parties, this Agreement shall terminate and each party shall be relieved from their duties and obligations under the contract, notwithstanding any provisions of the Agreement which survive termination. CONTRACTOR further acknowledges that the term of this Agreement may extend over multiple County fiscal years, and that if County funds are required to supplement CPUC funds, compensation under this Agreement is contingent on the Board of Supervisors appropriating funding for this Agreement for those fiscal years. This Agreement may be terminated at the end of the fiscal year for which sufficient funding is not appropriated and authorized. AUTHORITY is not obligated to pay CONTRACTOR, nor is CONTRACTOR obligated to provide further services if sufficient funds have not been appropriated and authorized by the Board of Supervisors. The parties further acknowledge that the sixty (60) day project timeline described in Exhibit A, Section II, shall commence upon CPUC Grant approval.

## ARTICLE IV – BONDS AND INSURANCE

**4.1 Insurance.** Prior to commencing the scope of work, CONTRACTOR shall obtain and maintain in full force and effect throughout the term of this Agreement, and thereafter as to matters occurring during the term of this Agreement, the insurance coverage set forth in Exhibit C.

**4.2 Inclusion in Subcontracts.** CONTRACTOR shall require its subcontractors and any other entity or person providing services under this Agreement to comply with the Workers Compensation and General Liability insurance requirements set forth in Exhibit C.

**4.3 Performance and Payment Bonds.** CONTRACTOR shall furnish and maintain the following performance and payment bonds upon award of the CPUC Grant, prior to commencing work and for the remainder of this Agreement, each in the amount set forth in paragraph 3.1.3 above; provided, however, that the amount of the required bonds shall correspond to the value of services to be performed during each applicable contract year. CONTRACTOR may, in the alternative, provide a full performance and payment bond for the initial contract value upon award of the CPUC Grant, with the option to reduce or renew the bond amount annually based on the remaining value of services to be performed, subject to AUTHORITY review and approval. Should the CPUC Grant be awarded and should the CONTRACTOR fail to secure bonds in a timely manner, such failure to bond will constitute a material breach of this Agreement.

**4.3.1 Performance Bond.** A performance bond to guarantee faithful performance of the Agreement and associated work, in conformance with the Scope of Services and project schedule and subject to the annualized bond amount described above.

**4.3.2 Payment Bond.** A payment bond to satisfy claims of material suppliers and of mechanics and laborers employed on the project. The payment bond shall be maintained by CONTRACTOR in full force and effect until the project is accepted by AUTHORITY and until all claims for materials and labor are paid, and shall otherwise comply with all applicable laws provided that the amount of the bond may be reduced annually in accordance with the value of services yet to be rendered.

**4.3.3 Licensed Surety.** All bonds shall be issued by such sureties which are admitted insurers in the State of California and are subject to regulation by the California Department of Insurance. All bonds signed by an agent must be accompanied by a certified copy of such agent's authority to act.

## ARTICLE V – INDEMNIFICATION

**5.1 Indemnification and Hold Harmless.** To the fullest extent permitted by law, CONTRACTOR shall defend at its own expense, indemnify, and hold harmless AUTHORITY and its officers, agents, employees, volunteers, and representatives from and against any and all liability, claims, actions, proceedings, losses, injuries, damages or expenses of every name, kind, and description, including litigation costs and reasonable attorney's fees incurred in connection therewith, brought for or on account of personal injury (including death) or damage to property, arising from all acts or omissions of CONTRACTOR or its officers, agents, employees, volunteers, contractors and subcontractors in performing work under this Agreement, excluding, however, such liability, claims, actions, losses, injuries, damages or expenses to the extent arising from the active or sole negligence or willful misconduct of AUTHORITY or its officers, agents, employees, volunteers, or representatives. Each party shall notify the other party immediately in writing of any claim or damage related to activities performed under this

Agreement. The parties shall cooperate with each other in the investigation and disposition of any claim arising out of the activities under this Agreement.

**5.2 Design Professionals.** To the extent CONTRACTOR is providing the services of a “design professional” as defined in California Civil Code section 2782, County acknowledges that CONTRACTOR’s obligations under paragraph 5.1 may be limited under Civil Code Section 2782.8.

**5.3 Effect of Insurance.** The provisions of this Article are not limited by the requirements of Article IV related to insurance.

**5.4 Enforcement Costs.** CONTRACTOR shall reimburse any and all costs AUTHORITY incurs enforcing the indemnity, hold harmless, and defense provisions set forth in this Article.

**5.5 Survival.** This Article shall survive termination or expiration of this Agreement and continue in effect so long as a viable claim may exist.

## **ARTICLE VI – MANDATORY COUNTY PROVISIONS**

**6.1 Compliance with County Policies.** CONTRACTOR shall comply, and require its employees and subcontractors to comply, with the following policies, copies of which are available on County’s website at <https://www.napacounty.gov/771/Purchasing> and are hereby incorporated by reference.

**6.1.1** Napa County “Waste Source Reduction and Recycled Product Content Procurement Policy,” which is found in the Napa County Policy Manual Part I, Section 8D.

**6.1.2** Napa County “Discrimination, Harassment and Retaliation Prevention Policy,” which is found in the Napa County Policy Manual Part I, Section 37K.

**6.1.3** Napa County “Drug and Alcohol Policy,” which is found in the Napa County Policy Manual Part I, Section 37O.

**6.1.4** “Napa County Information Technology Use and Security Policy” which is found in the Napa County Policy Manual Part I, Section 31A.

**6.1.5** Napa County “Workplace Violence Policy,” which is found in the Napa County Policy Manual Part I, Section 37U.

**6.2 Inducement of County Employees.** CONTRACTOR shall not permit its officers, agents, or employees to engage in any activities during the performance of any of services under

this Agreement that would interfere with compliance or induce violation of these policies by AUTHORITY employees or contractors.

## ARTICLE VII – COMPLIANCE WITH LAWS

**7.1 Compliance with Controlling Law.** CONTRACTOR shall comply with all laws, ordinances, regulations, and policies of federal, California, and local governments applicable to this Agreement. CONTRACTOR shall comply immediately with all directives issued by AUTHORITY or its authorized representatives under authority of any laws, statutes, ordinances, rules, or regulations.

**7.2 Conflict of Interest.** CONTRACTOR acknowledges that they are aware of the provisions of Government Code sections 1090, et seq., and sections 87100, et seq., relating to conflict of interest of public officers and employees. CONTRACTOR hereby covenants that it presently has no interest not disclosed to AUTHORITY and shall not acquire any interest, direct or indirect, which would conflict in any material manner or degree with the performance of the scope of services under this Agreement. CONTRACTOR further warrants that it is unaware of any financial or economic interest of any public officer or employee of AUTHORITY relating to this Agreement. Violation of this paragraph by CONTRACTOR is a material breach of this Agreement which may result in termination of the Agreement for cause.

**7.3 Taxes.** CONTRACTOR shall file federal and state tax returns or applicable withholding documents and pay all applicable taxes or make all required withholdings on amounts paid pursuant to this Agreement. CONTRACTOR shall be solely liable and responsible to make such withholdings and pay such taxes and other obligations including, without limitation, state and federal income and FICA taxes. CONTRACTOR shall indemnify and hold AUTHORITY harmless from any liability it may incur to the United States or the State of California if CONTRACTOR fails to pay or withhold, when due, all such taxes and obligations. If AUTHORITY is audited for compliance regarding any withholding or other applicable taxes or amounts, CONTRACTOR shall furnish AUTHORITY with proof of payment of taxes or withholdings on those earnings within 10 business days after notice from AUTHORITY.

**7.4 Prevailing Wage Requirements.** The scope of services includes “public works” as defined in the California Labor Code. CONTRACTOR shall comply with all State prevailing wage requirements, including but not limited to, those set forth in Exhibit D.

**7.5 Clayton and Cartwright Acts.** Pursuant to California Public Contract Code section 7103.5, in entering into this Agreement the CONTRACTOR offers and agrees to assign to AUTHORITY all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, services, or materials pursuant to this Agreement. This

assignment shall be made and become effective at the time AUTHORITY tenders final payment to CONTRACTOR, without further acknowledgment by the parties.

**7.6 Trenching and Excavation.** If this Agreement involves digging trenches or other excavations that extend deeper than four feet below the surface and CONTRACTOR encounters any of the conditions described below, CONTRACTOR shall promptly notify AUTHORITY in writing before the conditions are disturbed. The parties will address the conditions in accordance with California Public Contract Code section 7104.

**7.6.1** Material that CONTRACTOR believes may be material that is hazardous waste, as defined in Section 25117 of the Health and Safety Code, that is required to be removed to a Class I, Class II, or Class III disposal site in accordance with provisions of existing law.

**7.6.2** Subsurface or latent physical conditions at the site differing from those indicated by information about the site made available to bidders prior to the deadline for submitting bids.

**7.6.3** Unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in the Agreement.

## **ARTICLE VIII – DISPUTE RESOLUTION**

**8.1 Contractor Claims.** If CONTRACTOR submits a claim for a time extension, extra work, or payment of an amount disputed by AUTHORITY, that arises from construction or repair work, the parties shall attempt to resolve the dispute in accordance with the procedure set forth in Public Contract Code section 9204. The mediation provisions in this Article apply to the mediation required by Public Contract Code section 9204. If CONTRACTOR's claim arises solely from maintenance work, the parties shall proceed directly to dispute resolution under paragraph 8.2 below.

**8.2 Mandatory Non-binding Mediation.** If a dispute arises out of or relates to this Agreement, or the breach thereof, and if said dispute cannot be settled through normal contract negotiations, the parties agree to attempt to settle the dispute in an amicable manner, using mandatory mediation through Judicial Arbitration and Mediation Services (JAMS) or any other neutral organization agreed to by the parties. To initiate mediation, the initiating party shall send written notice of its request for mediation to the opposing party. Mediation is mandatory before either party may initiate litigation or have recourse in a court of law.

**8.3 Mediation Costs.** The expenses of witnesses for either side shall be paid by the party producing such witnesses. All other expenses of the mediation, including required traveling and

other expenses of the mediator, and the cost of any proofs or expert advice produced at the direct request of the mediator, shall be borne equally by the parties, unless they agree otherwise.

**8.4 Selection of Mediator.** A single mediator that is acceptable to both parties shall be used to mediate the dispute. The mediator may be selected from lists furnished by JAMS or any other agreed upon mediator. The parties shall endeavor to agree on a mediator within 10 business days, unless a longer period is mutually agreed to in writing by CONTRACTOR and AUTHORITY. If the parties cannot agree on a mediator, JAMS or other neutral organization shall select the mediator.

**8.5 Conduct of Mediation Sessions.** Mediation hearings will be conducted in an informal manner and discovery will not be allowed. The discussions, statements, or admissions will be confidential to the proceedings and will be subject to Evidence Code section 1152. The parties may agree to exchange any information they deem necessary. Both parties shall have a representative attend the mediation who is authorized to settle the dispute, though AUTHORITY's recommendation of settlement may be subject to the approval of the Board of Supervisors. Either party may have attorney(s), witnesses, or expert(s) present. Either party may request a list of witnesses and notification whether attorney(s) will be present.

**8.6 Mediation Results.** Any resultant agreements from mediation shall be documented in writing. Mediation results and documentation, by themselves, shall be "non-binding" and inadmissible for any purpose in any legal proceeding, unless such admission into evidence is otherwise agreed to in writing by both parties. Mediators shall not be subject to any subpoena or liability, and their files and actions shall not be subject to discovery.

## ARTICLE IX – GENERAL PROVISIONS

**9.1 Access to Records/Retention.** CONTRACTOR shall provide AUTHORITY with access to CONTRACTOR's records which are reasonably necessary for AUTHORITY to review or audit CONTRACTOR's compliance with the provisions of this Agreement. CONTRACTOR shall provide such access within 10 business days after written request by AUTHORITY, either by providing copies of the requested records to AUTHORITY or allowing AUTHORITY to inspect and photocopy the records at CONTRACTOR's place of business where the records are kept. CONTRACTOR shall maintain all records related to this Agreement for at least four years after expiration or termination of this Agreement.

**9.2 Notices.** All notices required or authorized by this Agreement shall be in writing and shall be delivered in person or by deposit in the United States mail, by certified mail, postage prepaid, return receipt requested. Any mailed notice, demand, request, consent, approval, or communication that either party desires to give the other party shall be addressed to the other party at the address set forth below. Either party may change its address by notifying the other party of the change of address. Any notice sent by mail in the manner prescribed by this

paragraph shall be deemed to have been received on the date noted on the return receipt or five days following the date of deposit, whichever is earlier.

**AUTHORITY**

Napa County Housing Authority  
2751 Napa Valley Corporate Dr. Bld B  
Napa, CA 94558

**CONTRACTOR**

Joe Krause, General Manager  
4160 Suisun Valley Rd., E-712  
Fairfield, CA 94534

**9.3 Independent Contractors.** CONTRACTOR and its subcontractors, if any, are independent contractors and not agents of AUTHORITY. Any provisions of this Agreement that may appear to give AUTHORITY any right to direct CONTRACTOR concerning the details of performing the scope of services, or to exercise any control over such performance, shall mean only that CONTRACTOR shall follow the direction of AUTHORITY concerning the end results of the performance.

**9.4 Contract Interpretation.** This Agreement and all Contract Documents shall be deemed to be made under, and shall be construed in accordance with and governed by, the laws of the State of California without regard to the conflicts or choice of law provisions thereof. It is the intent of the Contract Documents to completely describe the goods and services to be provided. Any work, materials, or equipment that may reasonably be inferred from the Contract Documents or from prevailing custom or trade usage as being required to produce the intended result shall be supplied whether or not specifically called for or identified in the Contract Documents. When words or phrases which have a well-known technical or industry or trade meaning are used to describe work, materials, equipment, goods, or services such words or phrases shall be interpreted in accordance with that meaning unless a definition has been provided in the Contract Documents. In resolving conflicts resulting from errors or discrepancies in any of the Contract Documents, the order of precedence shall be in descending order as set forth below (the document in paragraph 9.4.1 having the highest precedence). Provisions of the Contract Documents addressing the same subject which are consistent but have different degrees of specificity shall not be considered to be in conflict, and the more specific language shall control. Order of Precedence:

- 9.4.1 Terms of the CPUC California Advanced Services Fund (CASF) Public Housing Account grant applicable to subcontractors, subrecipients, and/or subgrantees.
- 9.4.2 This Agreement.
- 9.4.3 The Exhibits to this Agreement.
- 9.4.4 The RFQ issued by County.
- 9.4.5 Contractor's quotation.

**9.5 Drafting Ambiguities.** The parties acknowledge that they have the right to be advised by legal counsel with respect to the negotiations, terms, and conditions of this Agreement, and the

decision of whether to seek advice of legal counsel with respect to this Agreement is the sole responsibility of each party. This Agreement shall not be construed in favor of or against either party by reason of the extent to which each party participated in the drafting of the Agreement.

**9.6 Third Party Beneficiaries.** Unless expressly set forth in this Agreement, none of the provisions of this Agreement are intended to benefit any third party not specifically referenced herein. No person other than AUTHORITY and CONTRACTOR shall have the right to enforce any of the provisions of this Agreement.

**9.7 Force Majeure.** In the event either party's performance is delayed due to causes which are outside the control of both parties and their subcontractors, contractors and employees, and could not be avoided by the exercise of due care, which may include, but is not limited to, delays by regulating agencies, wars, floods, adverse weather conditions, labor disputes, unusual delay in transportation, epidemics abroad, earthquakes, fires, terrorism, incidence of disease or other illness that reaches outbreak, epidemic and/or pandemic proportions, unusual delay in deliveries, riots, civil commotion or other unavoidable casualties, and other acts of God, both parties will be entitled to an extension in their time for performance equivalent to the length of delay. Neither party will be entitled to compensation from the other for force majeure events. The party claiming its performance is delayed must demonstrate to the reasonable satisfaction of the other party that a force majeure event is causing the delay; the mere occurrence of a force majeure event is insufficient to extend the time for performance.

**9.8 Confidentiality of Services.** All services performed by CONTRACTOR and any subcontractors, including but not limited to all drafts, data, information, correspondence, proposals, reports of any nature, estimates compiled or composed by CONTRACTOR, are for the sole use of AUTHORITY. Neither the documents nor their contents shall be released by CONTRACTOR or any subcontractor to any third party without the prior written consent of AUTHORITY. CONTRACTOR shall not disclose records or other information provided by AUTHORITY under this Agreement to any third party, except as necessary to perform the scope of services, unless the records or information: (1) were publicly known, or otherwise known to CONTRACTOR, at the time it was disclosed to CONTRACTOR by AUTHORITY; (2) subsequently become publicly known through no act or omission of CONTRACTOR; or (3) otherwise become known to CONTRACTOR other than through disclosure by AUTHORITY.

**9.9 Insolvency.** CONTRACTOR shall notify AUTHORITY if CONTRACTOR enters into bankruptcy proceedings. This notification shall be furnished within five days of the initiation of the proceedings relating to bankruptcy filing. This notification shall include the date on which the bankruptcy petition was filed, the identity of the court in which the bankruptcy petition was filed, and a listing of AUTHORITY contract numbers and contracting offices for all AUTHORITY contracts against which final payment has not been made. This obligation remains in effect until final payment is made under this Agreement.

**9.10 Attorney's Fees.** If either party commences legal action of any kind or character to either enforce the provisions of this Agreement or to obtain damages for breach thereof, the prevailing party in such litigation shall be entitled to all costs and reasonable attorney's fees incurred in connection with such action. This paragraph does not apply to attorney's fees or costs incurred during mediation.

**9.11 Venue.** This Agreement is made and entered into in Napa County, California. Venue for any legal action in state court filed by either party to this Agreement for the purpose of interpreting or enforcing any provision of this Agreement shall be in the Superior Court of California, County of Napa. Venue for any legal action in federal court filed by either party to this Agreement for the purpose of interpreting or enforcing any provision of this Agreement shall be in the Northern District of California.

**9.12 Exhibits Incorporated.** All Exhibits referenced in this Agreement are hereby incorporated into the Agreement by this reference.

**9.13 County Powers.** Nothing contained in this Agreement shall be construed as a limitation upon the powers of AUTHORITY as a subdivision of the State of California. Nothing in this Agreement shall be interpreted as limiting the rights and obligations of AUTHORITY in its governmental or regulatory capacity.

**9.14 Survival of Obligations.** All indemnifications, warranties, guarantees and other obligations that by their nature involve performance after the early termination or expiration of this Agreement or after completion and acceptance of the scope of services, shall survive the early termination or expiration of this Agreement. Such obligations include, but are not limited to, paragraphs 1.4 (Correction of Deficient Services), 9.1 (Access to Records/Retention), 9.8 (Confidentiality of Services), and Article VIII (Dispute Resolution). Obligations related to insurance or indemnity shall continue in full force and effect after the date of early termination or expiration, but only with regard to acts or omissions that occurred during the term of the Agreement.

**9.15 Severability.** Should any provision of this Agreement be held invalid or illegal by a court of competent jurisdiction, such invalidity or illegality shall not invalidate the whole of this Agreement, but rather, the Agreement shall be construed as if it did not contain the invalid or illegal provision, and the rights and obligations of the parties shall be construed and enforced accordingly, except to the extent that enforcement of this Agreement without the invalidated provision would materially and adversely impact either or both parties' consideration for entering into this Agreement.

**9.16 Amendment/Modification.** This Agreement may be modified or amended only in writing and with the prior written consent of both parties. Failure of CONTRACTOR to secure such authorization in writing in advance of performing any extra or changed work shall constitute a waiver of any and all rights to adjustment in compensation or contract time.

**9.17 No Waivers.** Any failure by either party to insist upon the strict performance by the other of any obligation of this Agreement, or any failure to exercise any right or remedy for a breach of any term or condition of this Agreement, shall not constitute a waiver of any such failure to perform or breach of any term or condition. A waiver must be express and in writing. The waiver by either party of any breach or violation of any requirement of this Agreement shall not be deemed to be a waiver of any such breach in the future, or of the breach of any other requirement of this Agreement.

**9.18 No Assignments.** CONTRACTOR may not assign the obligations under this Agreement, nor any monies due or to become due under this Agreement, without AUTHORITY's prior written approval. Any assignment in violation of this paragraph shall constitute a default and is grounds for termination of this Agreement at AUTHORITY's sole discretion. In no event shall any putative assignment create a contractual relationship between AUTHORITY and any putative assignee.

**9.19 Successors in Interest.** All rights and obligations created by this Agreement shall be in force and effect whether or not any parties to the Agreement have been succeeded by another entity, and all rights and obligations created by this Agreement shall be vested and binding on any party's successor in interest.

**9.20 Entirety of Contract.** This Agreement, including any documents expressly incorporated by reference whether or not attached hereto, constitutes the entire agreement between the parties relating to the subject of this Agreement and supersedes all previous agreements, promises, representations, understandings, and negotiations, whether written or oral, among the parties with respect to the subject matter hereof.

**9.21 Counterparts.** This Agreement may be executed in counterparts, which when taken together, shall constitute a single signed original as though all parties had executed the same page.

**[THE REMAINDER OF PAGE IS INTENTIONALLY LEFT BLANK;  
SIGNATURES ARE ON THE FOLLOWING PAGE]**

**IN WITNESS WHEREOF**, this Agreement is executed by AUTHORITY, acting by and through the DEPARTMENT OF HOUSING & COMMUNITY SERVICES, and by CONTRACTOR through its duly authorized officer(s).

Personal Network Computing, Inc. d/b/a Valley Internet

By



Joe Krause, General Manager

By



Linda Tenenbaum, Chief Financial Officer

NAPA COUNTY HOUSING AUTHORITY, a  
Public Housing Authority

By

Jennifer Palmer, Executive Director

“AUTHORITY”

APPROVED AS TO FORM Office of Authority Counsel  By: <u>Corey S. Utsurogi</u> Deputy Authority Counsel  Date: <u>1/15/2026</u>	APPROVED BY THE NAPA COUNTY HOUSING AUTHORITY BOARD OF COMMISSIONERS  Date: _____ Processed By:  _____ Deputy Secretary of the Authority	ATTEST: NEHA HOSKINS Secretary of the Authority  By: _____
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## **EXHIBIT A** **SCOPE OF SERVICES**

### **I. Description of Goods and/or Services**

CONTRACTOR shall provide, install, maintain and manage a new Wi-fi network, consisting of Customer Premise Equipment (CPE) such as routers, switches and Wi-Fi access points, including accessory equipment and cabling, at the Calistoga Farmworker Center, 3996 N. St. Helena Highway, Calistoga, CA 94515. In addition to the CPE, the Scope of Work includes cabling, conduit, electrical work (if necessary), miscellaneous hardware, testing, optimization and commissioning, and maintenance and management of the network for five (5) years after the network is placed into operation, in accordance with the County's RFQ and the CONTRACTOR's quotation dated May 16, 2025, which are hereby incorporated into this Exhibit by reference.

Provision of last-mile internet connectivity to the Calistoga Farmworker Center is the responsibility of County.

### **II. Schedule**

CONTRACTOR shall not begin work until it is notified of the grant award by County.

CONTRACTOR shall complete the Phases 1 through 5 of the Scope of Services (as defined in CONTRACTOR's quotation dated May 16, 2025) within 60 days after notification of grant award by County.

Upon the date of acceptance and commissioning of the Wi-Fi network by County, CONTRACTOR shall then manage and maintain the network in accordance with Section H of CONTRACTOR's quotation for five years from that date.

**EXHIBIT B**  
**COMPENSATION AND FEE SCHEDULE**

<b>Project Phase(s)</b>	<b>Total Cost</b>	<b>Comment</b>
Project Phases 1 through 5 as defined in Contractor's quotation.	\$29,112.57	Project construction and installation.
Network Management and Maintenance, Year One	\$2,150.00	
Network Management and Maintenance, Year Two	\$2,150.00	
Network Management and Maintenance, Year Three	\$2,150.00	
Network Management and Maintenance, Year Four	\$2,150.00	
Network Management and Maintenance, Year Five	\$2,150.00	
Excess on-site maintenance visits if required, Years One through Five (40 hours @ \$190.00 per hour)	\$7,600.00	Hourly rate per Contractor's quotation, Section H "Maintenance and Management Plan".
<b>GRAND TOTAL:</b>	<b>\$47,462.57</b>	

## **EXHIBIT C** **INSURANCE REQUIREMENTS**

**C.1 Workers Compensation Insurance.** To the extent required by law during the term of this Agreement, CONTRACTOR shall provide workers compensation insurance for the performance of any of CONTRACTOR's duties under this Agreement as required by the State of California with statutory limits, and employer's liability insurance with a limit of no less than TWO MILLION DOLLARS (\$2,000,000) per accident for bodily injury or disease, all with a waiver of subrogation. CONTRACTOR shall provide AUTHORITY with certification of all such coverages upon request by AUTHORITY's Risk Manager.

**C.2 Liability Insurance.** CONTRACTOR shall obtain and maintain in full force and effect during the term of this Agreement the following occurrence-based liability insurance coverages, issued by a company admitted to do business in California and having an A.M. Best rating of A:VII or better, or equivalent self-insurance:

**C.2.1 General Liability.** Commercial general liability (CGL) insurance coverage (personal injury and property damage) of not less than TWO MILLION DOLLARS (\$2,000,000) combined single limit per occurrence, covering liability or claims for any personal injury, including death, to any person and/or damage to the property of any person arising from the acts or omissions of CONTRACTOR or any officer, agent, or employee of CONTRACTOR under this Agreement. If the coverage includes an aggregate limit, the aggregate limit shall be no less than twice the per occurrence limit.

**C.2.2 Professional Liability/Errors and Omissions.** Professional liability (or errors and omissions) insurance for all activities of CONTRACTOR arising out of or in connection with this Agreement in an amount not less than TWO MILLION DOLLARS (\$2,000,000) per claim. If the coverage includes an aggregate limit the aggregate limit shall be no less than twice the per occurrence limit.

**C.2.3 Comprehensive Automobile Liability Insurance.** Comprehensive automobile liability insurance (Bodily Injury and Property Damage) on owned, hired, leased and non-owned vehicles used in conjunction with CONTRACTOR's business of not less than ONE MILLION DOLLARS (\$1,000,000) combined single limit per occurrence. Coverage shall be business auto insurance coverage using Insurance Services Office (ISO) form number CA 0001 06 92 including symbol 1 (any Auto) or the exact equivalent. If CONTRACTOR owns no vehicles, this requirement may be satisfied by a non-owned auto endorsement to the General Liability Insurance described in paragraph C.2.1, above. If CONTRACTOR or CONTRACTOR's employees, officers, or agents will use personal automobiles in any way in the performance of this Agreement, CONTRACTOR shall provide evidence of personal auto liability coverage for each such person upon request.

**C.3 Certificates of Coverage.** All insurance coverages referenced in paragraph C.2, above, shall be evidenced by one or more certificates of coverage or, with the consent of AUTHORITY's Risk Manager, demonstrated by other evidence of coverage acceptable to AUTHORITY's Risk Manager, which shall be filed by CONTRACTOR with the AUTHORITY Department administering this Agreement prior to commencement of the Scope of Services.

**C.3.1 Notice of Cancellation.** The certificate(s) or other evidence of coverage shall reference this Agreement by its AUTHORITY number or title and department; shall be kept current during the term of this Agreement; shall provide that AUTHORITY shall be given no less than thirty (30) days prior written notice of any non-renewal, cancellation, other termination, or material change, except that only ten (10) days prior written notice shall be required where the cause of non-renewal or cancellation is non-payment of premium.

**C.3.2 Multiple Insureds.** The certificate(s) shall provide that the inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, the coverage afforded applying as though separate policies had been issued to each insured, but the inclusion of more than one insured shall not operate to increase the limits of the company's liability.

**C.3.3 Waiver of Subrogation and Additional Insured Endorsements.** For the commercial general liability insurance coverage referenced in subparagraph C.2.1 and, for the comprehensive automobile liability insurance coverage referenced in subparagraph C.2.3 where the vehicles are covered by a commercial policy rather than a personal policy, CONTRACTOR shall also file with the evidence of coverage an endorsement from the insurance provider naming AUTHORITY, its officers, employees, agents, and volunteers as additional insureds and waiving subrogation. For the Workers Compensation insurance coverage, CONTRACTOR shall file an endorsement waiving subrogation with the evidence of coverage.

**C.3.4 Additional Requirements.** The certificate or other evidence of coverage shall provide that if the same policy applies to activities of CONTRACTOR not covered by this Agreement, then the limits in the applicable certificate relating to the additional insured coverage of AUTHORITY shall pertain only to liability for activities of CONTRACTOR under this Agreement, and that the insurance provided is primary coverage to AUTHORITY with respect to any insurance or self-insurance programs maintained by AUTHORITY. The additional insured endorsements for the general liability coverage shall use Insurance Services Office (ISO) Form No. CG 20 09 11 85 or CG 20 10 11 85, or equivalent, including (if used together) CG 2010 10 01 and CG 2037 10 01; but shall not use the following forms: CG 20 10 10 93 or 03 94.

**C.4 Copies of Policies.** Upon request by AUTHORITY's Risk Manager, CONTRACTOR shall provide or arrange for the insurer to provide within thirty (30) days of the request, certified copies of the actual insurance policies or relevant portions thereof.

**C.5 Deductibles/Retentions.** Any deductibles or self-insured retentions shall be declared to, and be subject to approval by AUTHORITY's Risk Manager, which approval shall not be denied unless the AUTHORITY's Risk Manager determines that the deductibles or self-insured retentions are unreasonably large in relation to compensation payable under this Agreement and the risks of liability associated with the activities required of CONTRACTOR by this Agreement. At the option of and upon request by AUTHORITY's Risk Manager if the Risk Manager determines that such deductibles or retentions are unreasonably high, either the insurer shall reduce or eliminate such deductibles or self-insurance retentions as respects AUTHORITY, its officers, employees, agents, and volunteers or CONTRACTOR shall procure a bond guaranteeing payment of losses and related investigations, claims administration, and defense expenses.

## **EXHIBIT D**

### **CALIFORNIA PREVAILING WAGE REQUIREMENTS**

Pursuant to California Labor Code sections 1720 and 1771, construction, alteration, demolition, installation, repair and maintenance work performed under this Agreement is “public works” subject to State prevailing wage laws. State prevailing wage laws require certain provisions be included in all contracts for public works. CONTRACTOR and any subcontractors shall comply with State prevailing wage laws including but not limited to the requirements listed below.

**D.1 Payment of Prevailing Wages.** CONTRACTOR and all subcontractors shall ensure that all workers who perform work under this Agreement are paid not less than the prevailing rate of per diem wages as determined by the Director of the California Department of Industrial Relations (DIR). This includes work performed during the design, site assessment, feasibility study, and other preconstruction phases of construction, including but not limited to inspection and land surveying work, regardless of whether any further construction work is conducted, and work performed during the post-construction phases of construction, including but not limited to all cleanup work at the jobsite.

**D.1.1** Copies of such prevailing rate of per diem wages are on file at the Napa County Public Works Department and are available for inspection to any interested party on request. Copies of the prevailing rate of per diem wages also may be found at <http://www.dir.ca.gov/OPRL/DPreWageDetermination.htm>. CONTRACTOR and all subcontractors shall post a copy of the prevailing rate of per diem wages determination at each job site and shall make them available to any interested party upon request.

**D.1.2** The wage rates determined by the DIR refer to expiration dates. If the published wage rate does not refer to a predetermined wage rate to be paid after the expiration date, then the published rate of wage shall be in effect for the life of this Agreement. If the published wage rate refers to a predetermined wage rate to become effective upon expiration of the published wage rate and the predetermined wage rate is on file with the DIR, such predetermined wage rate shall become effective on the date following the expiration date and shall apply to this Agreement in the same manner as if it had been published in said publication. If the predetermined wage rate refers to one or more additional expiration dates with additional predetermined wage rates, which expiration dates occur during the life of this Agreement, each successive predetermined wage rate shall apply to this Agreement on the date following the expiration date of the previous wage rate. If the last of such predetermined wage rates expires during the life of this Agreement, such wage rate shall apply to the balance of the Agreement.

**D.2 Penalties for Violations.** CONTRACTOR and all subcontractors shall comply with California Labor Code section 1775 in the event a worker is paid less than the prevailing wage rate for the work or craft in which the worker is employed. This is in addition to any other applicable penalties allowed under the California Labor Code.

**D.3 Payroll Records.** CONTRACTOR shall comply with California Labor Code section 1776, which generally requires keeping accurate payroll records, verifying and certifying payroll records, and making them available for inspection. CONTRACTOR shall require all subcontractors to also comply with section 1776 to the extent they are performing public works. CONTRACTOR and all subcontractors shall furnish records specified in section 1776 on a monthly basis directly to the Labor Commissioner in the manner required by California Labor Code section 1771.4. CONTRACTOR and all subcontractors shall also furnish the records to AUTHORITY at AUTHORITY's request. CONTRACTOR shall ensure its subcontractors and subcontractors prepare and submit payroll records to the DIR and AUTHORITY as required by this paragraph.

**D.3.1** If CONTRACTOR and any subcontractors are exempt from the DIR registration requirement pursuant to paragraph D.9.3 below, then CONTRACTOR and any subcontractors are not required to furnish payroll records directly to the Labor Commissioner but shall retain the records for at least three years after completion of the work, pursuant to California Labor Code section 1771.4(a)(4).

**D.3.2** AUTHORITY may require CONTRACTOR and its subcontractors to prepare and submit records specified in section 1776 to County and the Labor Commissioner on a weekly basis, at no additional cost to AUTHORITY.

**D.4 Apprentices.** CONTRACTOR and all subcontractors shall comply with California Labor Code sections 1777.5, 1777.6 and 1777.7 concerning the employment and wages of apprentices on public works projects. CONTRACTOR is responsible for compliance for all apprenticeable occupations pursuant to California Labor Code section 1777.5(n), and could be penalized for violations of its subcontractors pursuant to California Labor Code section 1777.7.

**D.5 Working Hours.** CONTRACTOR and all subcontractors shall comply with California Labor Code sections 1810 through 1815. CONTRACTOR and all subcontractors shall restrict the time of service of any worker on a public works project to eight hours during any one calendar day and forty hours during any one calendar week, unless all hours worked in excess of 8 hours per day are compensated at not less than 1½ times the basic rate of pay. Violations are subject to penalties of \$25 per worker per day pursuant to California Labor Code section 1813.

**D.6 Required Provisions for Subcontracts.** CONTRACTOR shall include, at a minimum, a copy of the following provisions in any contract they enter into with a subcontractor: California Labor Code sections 1771, 1771.1, 1775, 1776, 1777.5, 1813, and 1815.

**D.7 Labor Code Section 1861 Certification.** In accordance with California Labor Code section 3700, CONTRACTOR is required to secure the payment of compensation of its employees. By signing the Agreement to which this is an exhibit, CONTRACTOR certifies that:

“I am aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for workers' compensation

or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.”

**D.8 Compliance Monitoring and Enforcement.** This project is subject to compliance monitoring and enforcement by the DIR. AUTHORITY must withhold contract payments from CONTRACTOR as directed by the DIR, pursuant to California Labor Code section 1727.

**D.9 Registration Requirements.** CONTRACTOR and any subcontractors shall not engage in the performance of any contract for public work, unless currently registered and qualified to perform public work pursuant to California Labor Code section 1725.5.

**D.9.1** By signing the Agreement to which this is an Exhibit, CONTRACTOR is certifying that it has verified that all subcontractors used on this project are registered with the DIR in compliance with California Labor Code sections 1771.1 and 1725.5.

**D.9.2** AUTHORITY may ask CONTRACTOR for the most current list of subcontractors (regardless of tier), along with their DIR registration numbers, utilized on this project at any time during performance of this Agreement, and CONTRACTOR shall provide the list within ten (10) working days of AUTHORITY’s request.

**D.9.3** The registration requirement does not apply on a public works project of twenty-five thousand dollars (\$25,000) or less when the project is for construction, alteration, demolition, installation, or repair work, or on a public works project of fifteen thousand dollars (\$15,000) or less when the project is for maintenance work, pursuant to California Labor Code sections 1725.5(f) and 1771.1(n).

**D.10 Stop Order.** Where a contractor or subcontractor engages in the performance of any public work contract without having been registered in violation of California Labor Code sections 1725.5 or 1771.1, the Labor Commissioner must issue and serve a stop order prohibiting the use of the unregistered contractor or subcontractor on all public works until the unregistered contractor or subcontractor is registered. Failure to observe a stop order is a misdemeanor.



# Napa County

## Board Agenda Letter

1195 THIRD STREET  
SUITE 310  
NAPA, CA 94559  
[www.napacounty.gov](http://www.napacounty.gov)  
Main: (707) 253-4580

Board of Supervisors

**Agenda Date:** 1/27/2026

**File ID #:** 26-42

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**TO:** Housing Authority Commissioners  
**FROM:** Jennifer Palmer, Executive Director  
**REPORT BY:** Alex Carrasco, Project Manager  
**SUBJECT:** Acceptance of a Donation

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### **RECOMMENDATION**

Accept a donation in the amount of \$152,698 from Cinco de Mayo Golf, Inc. (dba Napa Farmworker Center Alliance) to the Napa County Housing Authority for the farmworker centers; approve a Budget Amendment to appropriate the funds; and authorize the purchase of capital equipment (Fiscal Impact: \$152,698 Expense and Revenue; Napa County Housing Authority Fund; Not Budgeted; Discretionary)

[4/5 vote required]

### **BACKGROUND**

Cinco de Mayo Golf, Inc. (dba Napa Farmworker Center Alliance) is a local non-profit organization dedicated to raising funds to support the needs of the Centers and farmworkers residing at the Centers. With the exception of the pandemic, Cinco de Mayo Golf, Inc. has hosted an annual golf tournament in Napa Valley each year dating back to the year 2000 - celebrating twenty-five years of support to farmworker housing. The local non-profit has notified Authority staff that it is committed to donating \$152,698 to offset expenses related to capital asset equipment, maintenance building and improvements, fire suppression system repairs, household expenses, and supporting an annual holiday dinner and gifts for lodgers. The donation is incredibly important to the Centers - helping to reduce the financial impact related to ongoing maintenance and operations to ensure stable, safe, and affordable housing for farmworkers. The stability supports local employers and strengthens the local economy by maintaining a healthy, reliable workforce that can live and work in the community. Donations will be distributed as follows: Calistoga Center - \$111,013; River Ranch Center \$33,569; Mondavi Center \$8,116.

#### Requested Actions:

1. Increase appropriations in the amount of \$74,000 in Fund 5060, Subdivision 5060501 NCHA Calistoga Center, Account 52505 - Maintenance Building and Improvements to fund roof installation, offset by donation of \$74,000 in Account 47500 - Donations/Contributions.
2. Increase appropriations in the amount of \$20,000 in Fund 5060, Subdivision 5060501 NCHA Calistoga

Center, Account 55400 - Equipment (Capital Asset) to fund refrigerator condensing unit installation, offset by donation of \$20,000 in Account 47500 - Donations/Contributions.

3. Increase appropriations in the amount of \$13,000 in Fund 5060, Subdivision 5060501 NCHA Calistoga Center, Account 52505 - Maintenance Building and Improvements to fund commercial door installation, offset by donation of \$13,000 in Account 47500 - Donations/Contributions.

4. Increase appropriations in the amount of \$3,300 in Fund 5060, Subdivision 5060501 NCHA Calistoga Center, Account 53305 - Household Expense to fund mattresses, offset by donation of \$3,300 in Account 47500 - Donations/Contributions.

5. Increase appropriations in the amount of \$713 in Fund 5060, Subdivision 5060501 NCHA Calistoga Center, Account 53215 - Utilities Fire Supp Systems to repair fire alarm/sprinklers, offset by donation of \$713 in Account 47500 - Donations/Contributions.

6. Increase appropriations in the amount of \$20,000 in Fund 5060, Subdivision 5060502 NCHA River Ranch Center, Account 55400 - Equipment (Capital Asset) to fund refrigerator condensing unit installation, offset by donation of \$20,000 in Account 47500 - Donations/Contributions.

7. Increase appropriations in the amount of \$9,450 in Fund 5060, Subdivision 5060502 NCHA River Ranch Center, Account 53305 - Household Expense to fund mattresses and holiday gifts for lodgers, offset by donation of \$9,450 in Account 47500 - Donations/Contributions.

8. Increase appropriations in the amount of \$1,519 in Fund 5060, Subdivision 5060502 NCHA River Ranch Center, Account 53215 - Utilities Fire Supp Systems to repair fire alarms/sprinklers, offset by donation of \$1,519 in Account 47500 - Donations/Contributions.

9. Increase appropriations in the amount of \$2,600 in Fund 5060, Subdivision 5060502 NCHA River Ranch Center, Account 53505 - Client Meal Expenses holiday dinner, offset by donation of \$2,600 in Account 47500 - Donations/Contributions.

10. Increase appropriations in the amount of \$6,466 in Fund 5060, Subdivision 5060503 NCHA Mondavi Center, Account 53215 - Utilities Fire Supp Systems to repair fire pump and fire alarm/sprinklers, offset by donation of \$6,466 in Account 47500 - Donations/Contributions.

11. Increase appropriations in the amount of \$1,650 in Fund 5060, Subdivision 5060503 NCHA Mondavi Center, Account 53305 - Household Expense to fund mattresses, offset by donation of \$1,650 in Account 47500 - Donations/Contributions.

12. Accept donation from Cinco de Mayo Golf, Inc and approve the purchase of related capital equipment.

## **FISCAL IMPACT**

Is there a Fiscal Impact?

Yes

Is it currently budgeted?

No

Is it Mandatory or Discretionary?

Discretionary

Discretionary Justification:

There is no mandate to accept donations; however, donations made to the Housing Authority provide critical support to each facility, which provides essential housing and meals for farmworkers.

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Board of Supervisors	<b>Agenda Date:</b> 1/27/2026	<b>File ID #:</b> 26-42
Is the general fund affected?	No	
Future fiscal impact:	Ongoing preventative maintenance of equipment	
Consequences if not approved:	If this action is not approved, the Housing Authority does not have additional donations to help offset expenses.	

## **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Codes of Regulations 15378 (State CEQA guidelines) and therefore CEQA is not applicable.



# Napa County

## Board Agenda Letter

1195 THIRD STREET  
SUITE 310  
NAPA, CA 94559  
[www.napacounty.gov](http://www.napacounty.gov)  
Main: (707) 253-4580

Board of Supervisors

**Agenda Date:** 1/27/2026

**File ID #:** 26-26

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**TO:** Board of Supervisors

**FROM:** Steven Lederer, Director of Public Works

**REPORT BY:** Frank Lucido, Engineering Manager

**SUBJECT:** Project creation and budget amendment for the “Hall of Justice Improvements Project,” PW 26-19

---

### **RECOMMENDATION**

Approve and authorize creation of Capital Improvement Project 26022 for the “Hall of Justice Improvements Project” PW 26-19; and approve a Budget Amendment for design, plans specifications, project bidding services, and construction costs. (Fiscal Impact: \$1,000,000 Expense; Capital Improvement Fund; Not Budgeted; Discretionary)

[4/5 vote required]

### **BACKGROUND**

On June 3, 2025, the Board considered the Facilities Master Plan again and effectively paused it. The Board has also agreed to move Child Support Services from 1127 First Street to a newly leased building at 555 Gateway Blvd., as well as Public Defender (PD) and Elections to the Hall of Justice (HOJ). The District Attorney’s (DA) office is currently split between the HOJ and temporarily leased space at 1250 Main St. It is intended to reconsolidate the DA’s office at 1127 First Street after tenant improvements are completed there.

Currently at the HOJ, Elections is spread out in various locations on the first and second floors, the DA has staff on the first floor, and the PD has fully relocated to the second floor. Once the District Attorney’s staff move back to 1127 First Street, Elections is expected to move its entire operation (including materials currently stored at Building 4) onto the first floor of the Hall of Justice. Much of the first and second floors of the Hall of Justice have been heavily used over the years and a project is needed to replace the carpet, complete some painting and make minor furniture modifications. Elections also has special security, communications and other needs that will require modifications to the facility after the 2026 November Election.

The total available funding for the project is \$1,000,000. This figure includes design and construction phases. A budget amendment is proposed to transfer project funds from the paused Facilities Master Plan Project into the new Capital Improvement Project. The Board designated \$9 million for actions required as a result of pausing the Facilities Master Plan. These funds will be drawn from that designation. Final costs will be confirmed through a competitive bidding process. The Director of Public Works recommends approval to create Project 26022 and the Budget Amendment. Staff will return to the Board of Supervisors later for approval of the Plans and Specifications, and request for authorization to advertise for bids.

#### Requested Actions:

1. Approve and authorize creation of Capital Improvement Project 26022 for the “HOJ Tenant Improvements Project” PW 26-19; and
2. Approve a Budget Amendment for the following (4/5 vote required):

Reverse the transfer of \$1,000,000 to the Facilities Master Plan Project (Fund 3000, Sub-Division 3000560, Project 23045, Account 52360) and re-direct the Intrafund Transfers Out appropriations from the Accumulated Capital Outlay (Fund 3000, Sub-Division 3000000, Account 57900) to fund the HOJ Tenant Improvement Project; Increase Intrafund Transfers-in for to the HOJ Tenant Improvement Project (Fund 3000, Sub-Division 3000502, Project 26022, Account 49900) offset by an increase in appropriations for Construction Services (Fund 3000, Sub-Division 3000502, Project 26022, Accounts 52360).

#### FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Approval is needed to start design.
Is the general fund affected?	No
Future fiscal impact:	Depending on the scope of the project, staff may need to return to request additional funding.
Consequences if not approved:	Other space will need to be found which would likely be at a higher cost to the County.
Additional Information	The Hall of Justice is will eventually need other deferred maintenance such as a new roof and maintenance to the interior HVAC and plumbing system.

#### 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.



Project 26022		Hall of Justice Tenant Improvements, PW 26-19				12/17/2025
Budget Item	Budget Item Amount	Request Today	Board Appropriation To Date	Appropriation Amount Spent to Date	Appropriation % Spent to Date	Appropriation Amount Balance
Construction Contract	\$650,000	\$650,000	\$0	\$0	0%	\$0
15% Construction Contingency	\$97,500	\$97,500	\$0	\$0	0%	\$0
Design and Engineering Consultant	\$100,000	\$100,000	\$0	\$0	0%	\$0
Engineering Consultant Contingency	\$0	\$0	\$0	\$0	0%	\$0
Construction Management	\$54,500	\$54,500	\$0	\$0	0%	\$0
County Project Management/Administration	\$80,000	\$80,000	\$0	\$0	0%	\$0
Environmental and Special Inspections	\$13,000	\$13,000	\$0	\$0	0%	\$0
Mailers, Newspaper Advertisement, Permits	\$5,000	\$5,000	\$0	\$0	0%	\$0
<b>TOTAL</b>	1,000,000	\$1,000,000	0	0	0%	0



# Napa County

## Board Agenda Letter

1195 THIRD STREET  
SUITE 310  
NAPA, CA 94559  
[www.napacounty.gov](http://www.napacounty.gov)  
Main: (707) 253-4580

Board of Supervisors

**Agenda Date:** 1/27/2026

**File ID #:** 26-27

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**TO:** Board of Supervisors

**FROM:** Steven Lederer, Director of Public Works

**REPORT BY:** Andrea Salter, Staff Services Analyst

**SUBJECT:** Semi-Annual Report of Space License and Lease Agreements Executed by the Chief Executive Officer

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### **RECOMMENDATION**

Accept and file a report on Space License and Lease Agreements executed by the Chief Executive Officer during the period July 1, 2025, through December 31, 2025, pursuant to Resolution No. 2018-36. (No Fiscal Impact)

### **BACKGROUND**

Government Code Section 26227 authorizes the Board of Supervisors to delegate authority to staff to enter into space license agreements and leases with other public agencies and private entities, including non-profits and individuals that operate programs that serve a public purpose. On March 20, 2018, the Napa County Board of Supervisors approved Resolution No. 2018-36 delegating authority to execute space license agreements and lease agreements to the Chief Executive Officer consistent with the scope of Government Code Section 26227. Agreements under this authority are recommended to the Chief Executive Officer for approval by the Public Works Department, reviewed and approved by Risk Management, and approved as to form by County Counsel. Pursuant to Resolution No. 2018-36, the Property Management Division of the Public Works Department must provide the Board of Supervisors with a report of space license and lease agreements executed pursuant to this authority.

During the period July 1, 2025, through December 31, 2025, the Chief Executive Officer executed Space License Agreements with the following organizations:

1. City of Calistoga for Sheriff Certification Training at Calistoga Fairgrounds;
2. City of Napa for staging at Historic Courthouse during Dia de los Muertos;
3. City of Napa for staging at Sullivan Lot during Napa Lighted Art Festival;
4. City of Napa for staging at Historic Courthouse during Napa Lighted Art Festival; and
5. City of Napa, for staging at Administrative Building Plaza Area during Napa Lighted Art Festival.

The attached report is presented to your Board for informational purposes and does not include space license or lease agreements that may have been executed independent of the Public Works Department.

**REQUESTED ACTION:**

Accept and file a report on Space License and Lease Agreements executed by the Chief Executive Officer during the period July 1, 2025, through December 31, 2025, pursuant to Resolution No. 2018-36.

**FISCAL IMPACT**

Is there a Fiscal Impact? No  
Napa County Strategic Initiative: Elevate County Service and Workf

**ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State of CEQA Guidelines) and therefore CEQA is not applicable.



A Tradition of Stewardship  
A Commitment to Service

**Department of Public Works**  
Property Management Division

1195 Third Street, Suite 101  
Napa, CA 94559  
[www.countyofnapa.org](http://www.countyofnapa.org)

Main: (707) 253-4351  
Fax: (707) 253-4627

**Steven E. Lederer**  
Director

DATE: January 13, 2026

TO: Napa County Board of Supervisors

SUBJECT: Semi-annual report to the Napa County Board of Supervisors

Pursuant to Resolution No. 2018-36 approved by the Napa County Board of Supervisors on March 20, 2018, below is a list of space license and lease agreements executed by the County Executive Officer during the period July 1, 2025, through December 31, 2025.

<b><u>LICENSEE</u></b>	<b><u>LOCATION</u></b>	<b><u>TERM</u></b>	<b><u>PURPOSE</u></b>
City of Calistoga	1435 N Oak St, Calistoga	09/05/25-09/14/25	Sheriff Cert Training
City of Napa	Historic Courthouse	11/01/25-11/03/25	Staging during Dia de los Muertos
City of Napa	Sullivan Lot	01/13/26-01/29/26	Staging during Napa Lighted Art Festival
City of Napa	Historic Courthouse	01/17/26-01/31/26	Staging during Napa Lighted Art Festival
City of Napa	Administrative Building Plaza Area	01/09/26-02/19/26	Staging during Napa Lighted Art Festival

This report is presented to your Board for informational purposes and does not include space license or lease agreements that may have been executed independent of the Public Works Department.



# Napa County

## Board Agenda Letter

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Board of Supervisors

**Agenda Date:** 1/27/2026

**File ID #:** 26-84

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**TO:** Board of Supervisors

**FROM:** Steven Lederer - Director of Public Works

**REPORT BY:** James Reese - Associate Engineer

**SUBJECT:** Approval of Contract Change Order No. 10 Exceeding the Director of Public Works' Authority and Award of Construction Contract for the Chiles Pope Valley Road Bridge Replacement RDS 15-23 Restoration and Monitoring Project.

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### **RECOMMENDATION**

Award a Construction Contract for the Chiles Pope Valley Road Bridge Replacement RDS 15-23 Restoration and Monitoring Project to Empire Landscaping Inc.; approve and authorize the Director of Public Works to execute Contract Change Order No. 10 to Agreement No. 240254B with Gordon N. Ball, Inc., to increase the maximum compensation from \$6,246,112 to \$7,724,881; and approve a Budget Amendment. (Fiscal Impact: \$1,007,704; Roads Fund; Not Budgeted; Discretionary)

[4/5 vote required]

### **BACKGROUND**

This item is to achieve two objectives, authorize the Director of Public Works to execute a contract change order that exceeds his delegated authority; and award a construction contract for required mitigation planting and monitoring work.

On January 23, 2024, the Board awarded the bridge replacement construction contract to Gordon N. Ball, Inc. of Alamo, California, in the amount of \$6,246,113, and approved a budget amendment of \$9,181,038 to fully fund construction. The project site is located approximately 2.1 miles north of State Route 128. Construction occurred during the spring, summer, and fall of 2024, and the project is substantially complete. Remaining work includes installation of the planting irrigation and monitoring, as well as final settlement of a contractor claim related to hard drilling conditions.

Mitigation planting and an irrigation system are required by the California Department of Fish and Wildlife (CDFW) and the Regional Water Quality Control Board (RWQCB) because the project involved work within Chiles Creek. Napa County entered into Lake and Streambed Alteration Agreement No. NAP-30757-R3 with CDFW and Waste Discharge Identification (WDID) No. 2 CW449251 with the RWQCB. The CDFW agreement requires five years of post-construction monitoring to mitigate temporary and permanent impacts,

while the RWQCB requires ten years of monitoring.

The mitigation planting and monitoring project was first advertised on July 21, 2025, with bids opened on August 21, 2025. One bid was received; however, the bidder was unable to meet the bonding requirements associated with the ten-year monitoring period. On October 7, 2025, the Board rejected all bids and authorized the project to be re-advertised with a reduced monitoring period of five years. The remaining five years of monitoring will be procured under a separate future contract.

Bids for the re-advertised project were opened on July 10, 2025, with the following results:

- Empire Landscaping Inc., Davis, CA - \$499,835 (apparent low bid)
- The Professional Tree Care Co., Berkeley, CA - \$563,179
- Hanford Applied Restoration & Conservation, Petaluma, CA - \$660,698

During foundation construction in summer 2024, the contractor encountered drilling conditions more difficult than anticipated. Following mediation, the County and the contractor agreed to additional compensation of \$1,200,232 for drilling-related impacts. Of this amount, \$1,062,808 (88.53%) is reimbursable through the Highway Bridge Program (State-funded).

## REQUESTED ACTIONS

1. Award a construction contract for the Chiles Pope Valley Road Bridge Replacement RDS 15-23 Restoration and Monitoring Project to Empire Landscaping Inc. for the low bid amount of \$499,835;
2. Approval of a Budget Amendment to increase Construction Services appropriations by \$1,007,704 in Chiles Creek Bridge-Pope Valley project budget (Fund 2040, Subdivision 2040500, Project 14010, Account 52360) offset by use of its available fund balance (4/5 vote required); and
3. Authorize the Director of Public Works to execute Contract Change Order No. 10 in the amount of \$1,200,232, which exceeds the Director's delegated authority and results in a total change order amount of \$1,478,768 (4 affirmative votes required per Public Contract Code section 20136(c)).

## FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	A CDFW Lake and Streambed Alteration Agreement (No. NAP-30757-R3) for the Chiles Pope Valley Road bridge Replacement project requires environmental mitigation measures be implemented, and the county needs to reach agreement with the bridge contractor to close out the project.
Is the general fund affected?	No
Future fiscal impact:	Monitoring and maintenance of the restoration work will continue into future fiscal years.
Consequences if not approved:	The County would be out of compliance with the CDFW Agreement and would risk actions under CDFW's enforcement authority, and the county may face litigation if agreement can't be reached with the contractor.

## **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: On December 14, 2021, the Board adopted a Mitigated Negative Declaration for the Project.

County of Napa  
Public Works Department

CHILES VALLEY ROAD BRIDGE REPLACEMENT PROJECT, RDS 15-23							
January 7, 2025							
Program 14010-50139							
Budget Item	Budget Item Amount	Board Appropriation Request Today	Board Appropriation to date	Appropriation Amount Spent to Date	Budget Amount % Spent to Date	Appropriation Amount Balance	
Construction	\$7,724,882	\$541,852	\$7,183,030	\$6,524,649	91%	\$658,381	
Design and Engineering: Consultant	\$1,306,250	\$0	\$1,306,250	\$1,306,250	100%	\$0	
Lands and Temporary Construction Easement	\$49,000	\$0	\$49,000	\$49,000	100%	\$0	
Construction Management and Construction Administration	\$1,520,771	\$0	\$1,520,771	\$1,374,145	90%	\$146,626	
County Project Management/Administration (PE+ROW+CE)	\$117,647	\$0	\$117,647	\$117,647	100%	\$0	
CM/CA/INSP Contingency (5%) (middletown)	\$69,247	\$0	\$69,247	\$68,691	99%	\$556	
Permits/ Post Construction Maintenance/ Reporting	\$45,000	\$0	\$45,000	\$17,769	39%	\$27,231	
Mitigation Plantings, Construction, Administration , Management, and Reporting	\$700,000	\$465,852	\$217,527	\$0	0%	\$217,527	
<b>TOTAL</b>	<b>\$11,532,797</b>	<b>\$1,007,704</b>	<b>\$10,508,472</b>	<b>\$9,458,151</b>		<b>\$1,050,321</b>	

Prepared by James Reese, P.E.



# Napa County

## Board Agenda Letter

1195 THIRD STREET  
SUITE 310  
NAPA, CA 94559  
[www.napacounty.gov](http://www.napacounty.gov)  
Main: (707) 253-4580

Board of Supervisors

**Agenda Date:** 1/27/2026

**File ID #:** 26-100

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**TO:** Board of Supervisors

**FROM:** Steve Lederer, Director of Public Works

**REPORT BY:** Nate Galambos, Engineering Manager

**SUBJECT:** Measure T Annual Reports

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### **RECOMMENDATION**

Adopt two Resolutions, in accordance with Measure T funding requirements, confirming the commitment of funding for Class 1 bike paths and confirming that expenditures met the County's Maintenance of Effort requirements for Measure T funding for Fiscal Year 2024-25. (No Fiscal Impact; Discretionary)

### **BACKGROUND**

In order for the County to remain eligible to receive Measure T funding the County must meet Napa Countywide Road Maintenance Act requirements. The Act requires "Measure T Equivalent" funding (i.e. investment into the Construction of Class 1 bike paths) to be identified on an annual basis. Additionally, Napa County must inform NVTA-TA annually that it has met its Maintenance of Effort (MOE) expenditures in the previous fiscal year. This requirement is met through resolutions adopted by the Board of Supervisors (Board) and submitted to the Napa Valley Transportation Authority by January 31, of each calendar year. The proposed resolutions will be the final reports for Measure T. Future reports will reference Measure U, which was implemented on July 1, 2025.

Napa County met its MOE expenditures during the 2024-2025 fiscal year. The required level of effort was \$1,257,107 and the actual level of effort (funds committed through the general fund to roads) was \$5,000,000. The resolution and back-up documentation showing how the County met the commitment are attached.

For the County to receive Measure T revenues, the County, collectively with all other County jurisdictions, must demonstrate that at least 6.67% of the amount of Measure T revenues (henceforth referred to as the "Equivalent Funds") received each year is being committed to Class I bike facilities identified in the adopted Countywide Bicycle Plan/Active Transportation Plan, using funds not derived from the Measure T ordinance. The resolution and back-up documentation showing how the County met the Equivalent Funds requirements are attached.

## Requested Action:

1. Adoption of a Resolution confirming commitment of funding for Class 1 bike paths; and
2. Adoption of a Resolution confirming expenditures to meet the County's Maintenance of Effort (MOE) requirement for Measure T.

**FISCAL IMPACT**

Is there a Fiscal Impact?	No
Is it currently budgeted?	No
Where is it budgeted?	N/A
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The County is obligated by the ordinance to confirm compliance, on an annual basis, with both the MOE and Measure T Equivalent Funding requirements.
Is the general fund affected?	No
Future fiscal impact:	The County will continue to meet the MOE and Equivalent Funding obligation requirements for Measures T and U.
Consequences if not approved:	The County will not be eligible for Measure U funding.
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.

**RESOLUTION NO. 2026-\_\_\_\_\_**

**RESOLUTION OF THE NAPA COUNTY BOARD OF SUPERVISORS,  
STATE OF CALIFORNIA, CONFIRMING NAPA COUNTY MET ITS  
MAINTENANCE OF EFFORT OBLIGATION IN MEASURE T**

**WHEREAS**, on November 6, 2012 the voters of Napa County passed the Napa Countywide Road Maintenance Act, also known as Measure T, which imposes a half cent transaction and use (sales) tax to provide supplemental funding for road maintenance as detailed in the Measure T Expenditure Plan; and

**WHEREAS**, the Napa Valley Transportation Authority – Tax Agency (NVTA-TA) is the designated agency that administers and oversees the Measure T revenues; and

**WHEREAS**, Napa County is an eligible recipient of Measure T funds; and

**WHEREAS**, the tax proceeds will be used to pay for the projects outlined in the Measure T Expenditure Plan allocated to Napa County and the cities and town within Napa County (“Local Agencies”) as set forth in Measure T; and

**WHEREAS**, under the Measure T Expenditure Plan, Measure T funds are provided to the Local Agencies to be used for streets and roads projects as defined in the Measure; and

**WHEREAS**, Napa County has entered into a Master Agreement with NVTA-TA (“Master Agreement”) that memorializes procedures to implement Measure T, and

**WHEREAS**, Napa County determined and certified to NVTA-TA the average maintenance of effort amount for Fiscal Years 2007-08, 2008-09 and 2009-10 (“Maintenance of Effort”), consistent with the criteria set forth in Section 9 of Ordinance No. 2012-01, including a memorandum detailing the supporting financial documentation and the methodology utilized to calculate the average fiscal year street and roads costs; and

**WHEREAS**, the amount of \$1,257,107 was deemed the Maintenance of Effort for Napa County by the Napa County Board of Supervisors on February 6, 2018, which must be maintained annually throughout the term of the Measure from the Napa County General Fund; and

**WHEREAS**, the Master Agreement requires Napa County, by January 31 each calendar year, to provide NVTA-TA a copy of a resolution adopted by the Board of Supervisors showing Napa County met its Maintenance of Effort for the prior fiscal year along with relevant backup documentation; and

**WHEREAS**, as set forth in Exhibit “A,” the County committed \$5,000,000 out of the general fund for road maintenance, in Fiscal Year 2024-25, which exceeds the County’s required Maintenance of Effort amount of \$1,257,107;

**WHEREAS**, Measure T project(s) will comply with the requirements under the California Environmental Quality Act (California Code Sections 21000 et seq.; as implemented through California Regulations Title 14, Chapter 3, Sections 15000 et seq.);

**NOW, THEREFORE, BE IT RESOLVED** by the Napa County Board of Supervisors, that it confirms Napa County met its Maintenance of Effort required by Measure T for Fiscal Year 2024-25, as demonstrated by the expenditures on streets and road projects set forth in Exhibit "A."

**BE IF FURTHER RESOLVED**, that the Public Works Director is directed to provide a copy of this resolution to NVTA-TA on or before January 31, 2026, along with backup documentation showing that the Maintenance of Effort was met for Fiscal Year 2024-25.

**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED** by the Napa County Board of Supervisors, State of California, at a regular meeting of the Board held on the 27th day of January, 2026, by the following vote:

AYES: SUPERVISORS \_\_\_\_\_

\_\_\_\_\_

NOES: SUPERVISORS \_\_\_\_\_

\_\_\_\_\_

ABSTAIN: SUPERVISORS \_\_\_\_\_

\_\_\_\_\_

ABSENT: SUPERVISORS \_\_\_\_\_

\_\_\_\_\_

NAPA COUNTY, a political subdivision of  
the State of California

By: \_\_\_\_\_

AMBER MANFREE, Chair of the  
Board of Supervisors

APPROVED AS TO FORM Office of County Counsel  By: <u>Ryan Fitzgerald (e-sign)</u>  Date: <u>January 12, 2026</u>  Project ID: <u>13111464</u>	APPROVED BY THE NAPA COUNTY BOARD OF SUPERVISORS  Date: _____ Processed By:  Deputy Clerk of the Board	ATTEST: NEHA HOSKINS Clerk of the Board of Supervisors  By: _____
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## EXHIBIT “A”

**Napa County  
Local Transportation Tax (T/U) Maintenance of Effort (MOE)  
Certification for Fiscal Year 2024-2025**

NVTA-TA Approved MOE	<u>\$1,257,107</u>
MOE Amount Certified for FY 2024-25	<u>\$5,000,000</u>
MOE Amount Certified for FY 2023-24	<u>\$4,123,020</u>
MOE Amount Certified for FY 2022-23	<u>\$3,732,930</u>
3-Year Average MOE Amount	<u>\$4,285,317</u>
Local Transportation Tax (T/U) funds Received in FY 2024-25	<u>\$11,763,749</u>
Local Transportation Tax (T/U) funds Expended in FY 2024-25	<u>\$14,329,400</u>
Local Transportation Tax (T/U) funds Balance in Account	<u>\$4,328,524</u>



# Statement of Revenues and Expenses Budget vs. Actual

Fiscal Year: 2025 Through Period: 12

**Fund:** 2440 - Public Ways & Facilities SRFs  
**Division:** 24450 - Local Transportation Tax (T/U)  
**Org:** 1220053 - Local Transportation Tax (T/U)

Object	Budget					Actuals	Available Budget	% of Budget
	Adopted	Adjustments	Revised	Encumbrances				
<b>Intergovernmental Revenues</b>								
43950 - Other - Governmental Agencies	10,472,500.00	-	10,472,500.00	-		9,887,411.50	585,088.50	94.41 %
<b>Total Intergovernmental Revenues</b>	<b>10,472,500.00</b>	<b>-</b>	<b>10,472,500.00</b>	<b>-</b>		<b>9,887,411.50</b>	<b>585,088.50</b>	<b>94.41%</b>
<b>Revenue from Use of Money and Property</b>								
45100 - Interest	50,000.00	-	50,000.00	-		108,772.53	(58,772.53)	217.55 %
<b>Total Revenue from Use of Money and</b>	<b>50,000.00</b>	<b>-</b>	<b>50,000.00</b>	<b>-</b>		<b>108,772.53</b>	<b>(58,772.53)</b>	<b>217.55%</b>
<b>Other Financing Sources</b>								
48200 - Transfers-In	-	1,767,572.00	1,767,572.00	-		1,767,564.91	7.09	100.00 %
<b>Total Other Financing Sources</b>	<b>-</b>	<b>1,767,572.00</b>	<b>1,767,572.00</b>	<b>-</b>		<b>1,767,564.91</b>	<b>7.09</b>	<b>100.00%</b>
<b>Other Financing Uses</b>								
56100 - Transfers Out	-	14,329,400.00	14,329,400.00	-		14,329,400.00	-	100.00 %
<b>Total Other Financing Uses</b>	<b>-</b>	<b>14,329,400.00</b>	<b>14,329,400.00</b>	<b>-</b>		<b>14,329,400.00</b>	<b>-</b>	<b>100.00%</b>
<b>33100 - Beginning Available Fund Balance</b>								
<b>Total Revenues</b>	<b>10,522,500.00</b>	<b>1,767,572.00</b>	<b>12,290,072.00</b>			<b>11,763,748.94</b>	<b>526,323.06</b>	<b>95.72 %</b>
<b>Total Expenditures</b>	<b>-</b>	<b>14,329,400.00</b>	<b>14,329,400.00</b>			<b>14,329,400.00</b>	<b>-</b>	<b>100.00 %</b>
<b>Net Surplus / (Deficit)</b>	<b>10,522,500.00</b>	<b>(12,561,828.00)</b>	<b>(2,039,328.00)</b>			<b>(2,565,651.06)</b>		
<b>33100 - Current Available Fund Balance</b>						<b>4,328,524.19</b>		



# Statement of Revenues and Expenses Budget vs. Actual

Fiscal Year: 2025 Through Period: 12

Fund: 2040 - Roads  
 Division: 20400 - Roads  
 Org: 2040000 - Roads

Object	Budget				Actuals	Available Budget	% of Budget
	Adopted	Adjustments	Revised	Encumbrances			
<b>License, Permits and Franchises</b>							
42400 - Road Privileges and Permits	175,000.00	-	175,000.00	-	389,168.02	(214,168.02)	222.38 %
<b>Total License, Permits and Franchises</b>	<b>175,000.00</b>	-	<b>175,000.00</b>	-	<b>389,168.02</b>	<b>(214,168.02)</b>	<b>222.38%</b>
<b>Intergovernmental Revenues</b>							
43105 - ST - Highway Users Tax	4,001,361.00	-	4,001,361.00	-	4,343,420.45	(342,059.45)	108.55 %
43790 - ST - Other Funding	339,000.00	-	339,000.00	-	339,040.33	(40.33)	100.01 %
<b>Total Intergovernmental Revenues</b>	<b>4,340,361.00</b>	-	<b>4,340,361.00</b>	-	<b>4,682,460.78</b>	<b>(342,099.78)</b>	<b>107.88%</b>
<b>Fines, Forfeitures, and Penalties</b>							
44300 - Forfeitures and Penalties	5,000.00	-	5,000.00	-	-	5,000.00	0.00 %
44305 - Administrative Civil Penalties	-	-	-	-	8,500.00	(8,500.00)	0.00 %
<b>Total Fines, Forfeitures, and Penalties</b>	<b>5,000.00</b>	-	<b>5,000.00</b>	-	<b>8,500.00</b>	<b>(3,500.00)</b>	<b>170.00%</b>
<b>Revenue from Use of Money and Property</b>							
45100 - Interest	500,000.00	-	500,000.00	-	1,225,895.90	(725,895.90)	245.18 %
<b>Total Revenue from Use of Money and</b>	<b>500,000.00</b>	-	<b>500,000.00</b>	-	<b>1,225,895.90</b>	<b>(725,895.90)</b>	<b>245.18%</b>
<b>Charges for Services</b>							
46200 - Road and Street Services	-	-	-	-	2,000.00	(2,000.00)	0.00 %
46800 - Charges for Services	-	-	-	-	3,457.05	(3,457.05)	0.00 %
46900 - Interfund Revenue	193,947.00	-	193,947.00	-	137,989.16	55,957.84	71.15 %
<b>Total Charges for Services</b>	<b>193,947.00</b>	-	<b>193,947.00</b>	-	<b>143,446.21</b>	<b>50,500.79</b>	<b>73.96%</b>
<b>Miscellaneous Revenues</b>							
47400 - Insurance Settlement	-	-	-	-	43,368.20	(43,368.20)	0.00 %
<b>Total Miscellaneous Revenues</b>	<b>-</b>	-	<b>-</b>	-	<b>43,368.20</b>	<b>(43,368.20)</b>	<b>0.00%</b>
<b>Other Financing Sources</b>							

48200 - Transfers-In	500,000.00	460,000.00	960,000.00	-	686,635.45	273,364.55	71.52 %
48210 - Transfers-In from General Fund	5,000,000.00	342,510.00	5,342,510.00	-	5,342,502.00	8.00	100.00 %
<b>Total Other Financing Sources</b>	<b>5,500,000.00</b>	<b>802,510.00</b>	<b>6,302,510.00</b>	-	<b>6,029,137.45</b>	<b>273,372.55</b>	<b>95.66%</b>
<b>Special Items</b>							
49900 - Intrafund Transfers-In	-	1,329,253.00	1,329,253.00	-	1,264,020.49	65,232.51	95.09 %
<b>Total Special Items</b>	<b>-</b>	<b>1,329,253.00</b>	<b>1,329,253.00</b>	-	<b>1,264,020.49</b>	<b>65,232.51</b>	<b>95.09%</b>
<b>Salaries and Employee Benefits</b>							
51100 - Salaries and Wages	3,060,480.00	-	3,060,480.00	-	2,721,401.56	339,078.44	88.92 %
51115 - Overtime	100,000.00	-	100,000.00	-	78,715.50	21,284.50	78.72 %
51120 - Holiday Pay	2,000.00	-	2,000.00	-	3,203.00	(1,203.00)	160.15 %
51130 - Vacation Payout	23,806.00	-	23,806.00	-	-	23,806.00	0.00 %
51200 - 401A Employer Contribution	22,400.00	-	22,400.00	-	20,732.19	1,667.81	92.55 %
51205 - Cell Phone Allowance	21,000.00	-	21,000.00	-	24,948.50	(3,948.50)	118.80 %
51300 - Medicare	43,713.00	-	43,713.00	-	40,359.69	3,353.31	92.33 %
51400 - Employee Insurance - Premiums	754,475.00	-	754,475.00	-	683,506.24	70,968.76	90.59 %
51405 - Workers Compensation	71,800.00	-	71,800.00	-	75,390.00	(3,590.00)	105.00 %
51600 - Retirement	809,227.00	-	809,227.00	-	646,167.11	163,059.89	79.85 %
51605 - Other Post Employment Benefits	133,971.00	-	133,971.00	-	133,971.00	-	100.00 %
51999 - Salary Savings	(282,847.00)	-	(282,847.00)	-	-	(282,847.00)	0.00 %
<b>Total Salaries and Employee Benefits</b>	<b>4,760,025.00</b>	<b>-</b>	<b>4,760,025.00</b>	-	<b>4,428,394.79</b>	<b>331,630.21</b>	<b>93.03%</b>
<b>Services and Supplies</b>							
52130 - Information Technology Svcs	155,067.00	-	155,067.00	-	129,462.56	25,604.44	83.49 %
52131 - ITS Communication Charges	23,384.00	-	23,384.00	-	23,384.00	-	100.00 %
52132 - ITS Records Management	454.00	-	454.00	-	454.00	-	100.00 %
52140 - Legal Services	7,000.00	-	7,000.00	-	-	7,000.00	0.00 %
52145 - Engineer Services	856,865.00	-	856,865.00	-	869,324.06	(12,459.06)	101.45 %
52310 - Consulting Services	150,000.00	-	150,000.00	-	-	150,000.00	0.00 %
52325 - Waste Disposal Services	20,000.00	-	20,000.00	-	5,751.15	14,248.85	28.76 %
52340 - Landscaping Services	100,000.00	-	100,000.00	-	88,773.35	11,226.65	88.77 %
52345 - Janitorial Services	12,500.00	-	12,500.00	-	10,754.61	1,745.39	86.04 %
52350 - Street Sweeping Services	25,000.00	-	25,000.00	-	4,314.60	20,685.40	17.26 %
52360 - Construction Services	-	-	-	-	69,658.90	(69,658.90)	0.00 %
52490 - Other Professional Services	65,000.00	-	65,000.00	-	220,521.24	(155,521.24)	339.26 %
52500 - Maint - Equipment	20,000.00	(7,400.00)	12,600.00	-	31,843.99	(19,243.99)	252.73 %

52505 - Maint - Bldg & Improvements	7,500.00	-	7,500.00	-	9,481.91	(1,981.91)	<b>126.43 %</b>
52510 - Maint - B&I - PW Charges	32,914.00	-	32,914.00	-	19,904.12	13,009.88	60.47 %
52525 - Maint - Infrastructure/Land	-	-	-	-	2,255.00	(2,255.00)	0.00 %
52600 - Rents/Leases - Equipment	200,000.00	<b>166,000.00</b>	366,000.00	-	488,539.93	(122,539.93)	<b>133.48 %</b>
52700 - Insurance - Liability	1,426,307.00	-	1,426,307.00	-	1,158,874.44	267,432.56	81.25 %
52800 - Communications/Telephone	5,500.00	-	5,500.00	-	4,398.10	1,101.90	79.97 %
52810 - Advertising/Marketing	200.00	-	200.00	-	-	200.00	0.00 %
52840 - Permits/License Fees	13,400.00	-	13,400.00	-	11,019.00	2,381.00	82.23 %
52900 - Training/Conference Expenses	22,000.00	-	22,000.00	-	3,715.90	18,284.10	16.89 %
52906 - Fleet Charges	2,250,331.00	-	2,250,331.00	-	1,965,401.16	284,929.84	87.34 %
53100 - Office Supplies	4,200.00	-	4,200.00	-	6,397.45	(2,197.45)	<b>152.32 %</b>
53110 - Freight/Postage	350.00	-	350.00	-	22.55	327.45	6.44 %
53120 - Memberships/Certifications	200.00	-	200.00	-	-	200.00	0.00 %
53205 - Utilities - Electric	95,000.00	-	95,000.00	-	108,949.45	(13,949.45)	<b>114.68 %</b>
53210 - Utilities - Propane	5,000.00	-	5,000.00	-	3,953.25	1,046.75	79.07 %
53220 - Utilities - Water	12,000.00	-	12,000.00	-	5,818.97	6,181.03	48.49 %
53250 - Fuel	6,500.00	-	6,500.00	-	5,589.37	910.63	85.99 %
53300 - Clothing and Personal Supplies	6,000.00	-	6,000.00	-	9,872.92	(3,872.92)	<b>164.55 %</b>
53320 - Safety Supplies	10,000.00	-	10,000.00	-	15,061.44	(5,061.44)	<b>150.61 %</b>
53330 - Janitorial Supplies	2,000.00	-	2,000.00	-	1,992.34	7.66	99.62 %
53345 - Construction Supplies/Material	-	-	-	-	5,542.23	(5,542.23)	0.00 %
53350 - Maintenance Supplies	130,000.00	-	130,000.00	-	177,279.52	(47,279.52)	<b>136.37 %</b>
53355 - Vehicle Repair Supplies	10,000.00	-	10,000.00	-	148.92	9,851.08	1.49 %
53360 - Infrastructure Repair Supplies	1,000,000.00	<b>200,000.00</b>	1,200,000.00	-	1,483,928.90	(283,928.90)	<b>123.66 %</b>
53400 - Minor Equipment/Small Tools	25,000.00	-	25,000.00	-	17,623.02	7,376.98	70.49 %
53415 - Computer Software/Licnsng Fees	-	-	-	-	2,249.99	(2,249.99)	0.00 %
<b>Total Services and Supplies</b>	<b>6,699,672.00</b>	<b>358,600.00</b>	<b>7,058,272.00</b>	-	<b>6,962,262.34</b>	<b>96,009.66</b>	<b>98.64%</b>
<b>Other Charges</b>							
54500 - Taxes and Assessments	125.00	-	125.00	-	-	125.00	0.00 %
<b>Total Other Charges</b>	<b>125.00</b>	-	<b>125.00</b>	-	-	<b>125.00</b>	<b>0.00%</b>
<b>Capital Assets</b>							
55400 - Equipment	-	7,400.00	7,400.00	-	7,262.76	137.24	98.15 %
<b>Total Capital Assets</b>	-	<b>7,400.00</b>	<b>7,400.00</b>	-	<b>7,262.76</b>	<b>137.24</b>	<b>98.15%</b>
<b>Other Financing Uses</b>							

56190 - Transfers Out to Debt Service	5,000.00	-	5,000.00	-	4,790.13	209.87	95.80 %
56200 - Indirect Cost Allocation	304,418.00	-	304,418.00	-	304,418.00	-	100.00 %
<b>Total Other Financing Uses</b>	<b>309,418.00</b>	-	<b>309,418.00</b>	-	<b>309,208.13</b>	<b>209.87</b>	<b>99.93%</b>
<b>Special Items</b>							
57900 - Intrafund Transfers Out	-	25,000.00	25,000.00	-	25,000.00	-	100.00 %
<b>Total Special Items</b>	<b>-</b>	<b>25,000.00</b>	<b>25,000.00</b>	-	<b>25,000.00</b>	-	<b>100.00%</b>

<b>33100 - Beginning Available Fund Balance</b>					<b>6,222,750.66</b>		
<b>Total Revenues</b>	<b>10,714,308.00</b>	<b>2,131,763.00</b>	<b>12,846,071.00</b>		<b>13,785,997.05</b>	<b>(939,926.05)</b>	<b>107.32 %</b>
<b>Total Expenditures</b>	<b>11,769,240.00</b>	<b>391,000.00</b>	<b>12,160,240.00</b>		<b>11,732,128.02</b>	<b>428,111.98</b>	<b>96.48 %</b>
<b>Net Surplus / (Deficit)</b>	<b>(1,054,932.00)</b>	<b>1,740,763.00</b>	<b>685,831.00</b>		<b>2,053,869.03</b>		
<b>33100 - Fiscal Year 2025 Transactions</b>					<b>110,500.00</b>		
<b>33100 - Current Available Fund Balance</b>					<b>8,387,119.69</b>		

Org: 2040000  
 Fiscal Year: 2025 From Period: 1 Through Period: 12  
 Object: 48210

Journal Date	Journal ID	Source	Org	Object	Project	Line Description	Ref1	Ref2	Ref3	Ref4	Vendor Name	PLSeg1	PLSeg2	PLSeg3	PLSeg4	Amount
9/5/2024	202503-1595	GEN	2040000	48210		FY25 GF Contribution-1st Half	FY25	Gen Fund	1st Half	Allocation						2,250,000.00
10/2/2024	202504-209	GEN	2040000	48210		FY25 GF to Roads-Pl. 1 Balance	FY25	Gen Fund	Balance of Pt 1	Allocation						250,000.00
1/13/2025	202507-1458	GEN	2040000	48210		Remain GF Contribute to Roads	FY25	GF to 2040	Balance of FY25	Allocation						2,500,000.00
6/17/2025	202512-1318	GNI	2040000	48210		Storm 4301 FEMA/CalOES release	Pkg187	BOS 25-872		Reclass						293,171.00
6/17/2025	202512-1318	GNI	2040000	48210		Storm 4305 FEMA/CalOES release	Pkg187	BOS 25-872		Reclass						49,331.00
																5,342,502.00

**RESOLUTION NO. 2026-\_\_\_\_\_**

**RESOLUTION OF THE NAPA COUNTY BOARD OF SUPERVISORS,  
STATE OF CALIFORNIA, CONFIRMING EQUIVALENT FUND CLASS  
1 BIKE LANE FACILITY EXPENDITURES UNDER MEASURE T**

**WHEREAS**, on November 6, 2012 the voters of Napa County passed the Napa Countywide Road Maintenance Act, also known as Measure T, which imposes a half cent transaction and use (sales) tax to provide supplemental funding for road maintenance as detailed in the Measure T Expenditure Plan; and

**WHEREAS**, the Napa Valley Transportation Authority – Tax Agency (NVTA-TA) is the designated agency that administers and oversees the Measure T revenues; and

**WHEREAS**, Napa County is an eligible recipient of Measure T funds; and

**WHEREAS**, the tax proceeds will be used to pay for the projects outlined in the Measure T Expenditure Plan allocated to the County of Napa and the cities and town within Napa County (“Local Agencies”) as set forth in Measure T; and

**WHEREAS**, under the Measure T Expenditure Plan, Measure T funds are provided to the Local Agencies to be used for streets and roads projects as defined in the Measure; and

**WHEREAS**, Measure T requires the Local Agencies to collectively demonstrate that at least 6.67% of the value of the annual allocation of funds has been committed to Class 1 bike lane projects identified in the Countywide Bicycle Plan through funding not derived from Measure T; and

**WHEREAS**, Exhibit “A” to this resolution shows that Napa County has cumulatively received \$62,988,038.22 from Measure T, 6.67% of which corresponds to amount of \$4,201,302.15 that Napa County is expected to commit to Class 1 bike lane projects from other funding sources through Fiscal Year 2024-25; and

**WHEREAS**, Exhibit “A” further shows Napa County has committed \$4,741,370.00 to Class 1 bike lane projects from other funding sources since Napa County started receiving funds from Measure T; and

**WHEREAS**, Napa County has entered into a Master Agreement with NVTA-TA (“Master Agreement”) that memorializes procedures to implement Measure T, and

**WHEREAS**, the Master Agreement requires Napa County, by January 31 each calendar year, to provide NVTA-TA a copy of a resolution adopted by the Board of Supervisors showing the qualifying funding spent on Class 1 bike facilities for the prior fiscal year along with relevant supporting documentation;

**WHEREAS**, Measure T project(s) will comply with the requirements under the California Environmental Quality Act (California Code Sections 2100 et seq.; as implemented through California Regulations Title 14, Chapter 3, Sections 15000 et seq.);

**NOW, THEREFORE, BE IT RESOLVED** by the Napa County Board of Supervisors that it confirms Napa County committed funds other than the funds received through Measure T to Class 1 Bicycle Facilities, as set forth in Exhibit “A.”

**BE IF FURTHER RESOLVED**, that the Public Works Director is directed to provide a copy of this resolution to NFTA-TA on or before January 31, 2026, along with supporting documentation showing the amount of Napa County’s commitments to Class 1 bike lane projects from funding sources other than Measure T during Fiscal Year 2024-25.

**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED** by the Napa County Board of Supervisors, State of California, at a regular meeting of the Board held on the 27th day of January, 2026, by the following vote:

AYES: SUPERVISORS \_\_\_\_\_

\_\_\_\_\_

NOES: SUPERVISORS \_\_\_\_\_

\_\_\_\_\_

ABSTAIN: SUPERVISORS \_\_\_\_\_

\_\_\_\_\_

ABSENT: SUPERVISORS \_\_\_\_\_

\_\_\_\_\_

NAPA COUNTY, a political subdivision of  
the State of California

By: \_\_\_\_\_

AMBER MANFREE, Chair of the  
Board of Supervisors

APPROVED AS TO FORM Office of County Counsel  By: <u>Ryan Fitzgerald (e-sign)</u>  Date: <u>January 12, 2026</u>  Project ID: <u>13111464</u>	APPROVED BY THE NAPA COUNTY BOARD OF SUPERVISORS  Date: _____ Processed By:  Deputy Clerk of the Board	ATTEST: NEHA HOSKINS Clerk of the Board of Supervisors  By: _____
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## EXHIBIT “A”

<b>FY</b>	<b>Local Transportation Tax (T/U)</b>	<b>6.67%</b>
FY 18/19	\$7,784,981.33	\$519,258.25
FY 19/20	\$7,359,398.66	\$490,871.89
FY 20/21	\$8,080,103.84	\$538,942.93
FY 21/22	\$9,811,902.21	\$654,453.88
FY 22/23	\$10,096,986.48	\$673,469.00
FY 23/24	\$9,967,254.20	\$664,815.86
FY 24/25	\$9,887,411.50	\$659,490.35
Total	\$ 62,988,038.22	\$4,201,302.15

**Local Transportation Tax (T/U)**  
**6.67% Bike Lane Commitment**

<b>FY</b>	<b>Amount</b>	<b>BOS</b>	<b>Description</b>
FY18/19	\$196,000.00	5/7/2019	Funding agreement with NVTA, which included transfer of \$196K from the Napa County Roads to the Parks and Open Space District to partially fund the purchase of the Suscol Headwaters Preserve, and in exchange NVTA will reduce County's commitment to the Calistoga to St. Helena Segment of the Vine Trail. NVTA will make up the \$196K shortfall to the Vine Trail project by designating future State Transportation Improvement Program (STIP) funds of the same amount to the Vine Trail Project. Funding from Roads Ops.
FY19/20	\$47,000.00	5/7/2019	Additional \$47K to meet the total County commitment of \$243K to the Calistoga to St. Helena segment of the Vine Trail. Funding from Roads Ops.
FY19/20	\$324,000.00	9/24/2019	Payment to NVTA for the design and engineering of the Calistoga segment of the Vine Trail. Funding from GF to Roads Ops.
FY 19/20	\$1,051,120.00	Email from Graham	Devlin Road Segment E Project. Funding from TMF.
FY 19/20	\$126,900.00	3/10/2020	Payment to NVTA for the design and engineering of the Calistoga segment of the Vine Trail. Funding from GF to Roads Ops.
FY 20/21	\$21,600.00	9/1/2020	Payment to NVTA for the design and engineering of the Calistoga segment of the Vine Trail. Funding from GF to Roads Ops.
FY 20/21	\$31,750.00	6/22/2021	Payment to NVTA for the design and engineering of the Calistoga segment of the Vine Trail. Funding from GF to Roads Ops.
FY 21/22	\$2,000,000.00	4/5/2022	Payment to NVTA for the construction of the St. Helena to Calistoga section of the Vine Trail. Funding from ACO to Roads Ops.

FY 22/23	\$409,000	10/18/2022	Replacement Jail bike path contribution.
FY 23/24	259,000	8/22/2023	Payment to NVTA for the construction of the St. Helena to Calistoga section of the Vine Trail. Funding from ACO to Roads Ops.
FY 23/24	275,000	4/6/2024	Payment to NVTA for the construction of the St. Helena to Calistoga section of the Vine Trail. Funding from ACO to Roads Ops.
FY 24/25	-		No Expenses
<b>Total</b>	<b>\$4,741,370</b>		



# Napa County

## Board Agenda Letter

1195 THIRD STREET  
SUITE 310  
NAPA, CA 94559  
[www.napacounty.gov](http://www.napacounty.gov)  
Main: (707) 253-4580

Board of Supervisors

**Agenda Date:** 1/27/2026

**File ID #:** 26-102

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**TO:** Board of Supervisors

**FROM:** Steve Lederer - Director of Public Works

**REPORT BY:** Roberto De La Torre Real - Junior Engineer

**SUBJECT:** Approve and authorize a budget amendment for the “Cuttings Wharf, Sullivan and Admin Parking Lot Paving Project”, PW 25-46.

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### **RECOMMENDATION**

Approve a Budget Amendment for the “Cuttings Wharf, Sullivan and Admin Parking Lot Paving Project,” PW 25-46. (Fiscal Impact: \$80,000 Expense; Capital Improvement Projects Fund; Not Budgeted; Discretionary)

[4/5 vote required]

### **BACKGROUND**

The Board of Supervisors (BOS) previously approved the creation of Project 20024 during the FY 2020 budget hearing and appropriated \$50,000 to fund design services for the repairs to the Sullivan Parking Lot. However, due to insufficient funding available for construction at the time, the project was delayed.

On June 3, 2025, the Board received an update on the Facilities Master Plan (FMP) and made the strategic decision to pause the FMP indefinitely. As part of the 2025-26 Fiscal Year budget, \$9 million was appropriated to perform various deferred maintenance projects, including the Sullivan and Cuttings Wharf Parking Lots. With new funding secured, staff resumed and completed the design for both parking lots and added the Administration Short-Term Parking lot to the project due to its proximity to the Sullivan Parking Lot.

On August 19, 2025, the BOS approved the plans and specifications and authorized advertisement for sealed bids and opening of the bids pursuant to Section 20150.8 of the Public Contract Code.

On September 23, 2025, the BOS awarded the contract to the lowest responsive bidder, O.C. Jones and Sons, Inc., of Berkeley, CA, for their base bid of \$603,000.

During construction, O.C. Jones and Sons Inc., encountered an unforeseen 40-foot by 20-foot soft soil condition in the Sulivan Parking lot near the 4<sup>th</sup> Street driveway entrance. The area was unable to support construction equipment or anticipated traffic loads. Following staff and geotechnical review, the unstable soil was excavated to a depth of approximately 28 inches and replaced with riprap, geotextile fabric, Class 2 aggregate base, and asphalt. These corrective measures were necessary to ensure public safety and reopen the parking lot for public use and resulted in additional costs beyond the original project scope.

Additionally, staff executed a task order with Nacht & Lewis, the County's on-call architectural firm, for Certified Access Specialist (CASp) plan review and construction inspection services to ensure the parking lots comply with current accessibility requirements. The CASp inspection determined that a physical separation between the City concrete walkway and the County asphalt pavement in the Sullivan Parking Lot is required. In response, County staff directed O.C. Jones & Sons to install a concrete curb along 3rd Street in front of the reserved judges' parking spaces. The physical barrier along 4th Street remains outstanding due to lack of project funds.

Staff is requesting authorization of a budget amendment in the amount of \$80,000 to cover costs associated with the repair of the unforeseen soft soil condition and required accessibility upgrades.

Requested Action: Approval of a Budget Amendment for the Following (4/5 vote required):

Reverse the transfer of \$80,000 to the Facilities Space Plan and Plan Development Project (Fund 3000, Sub-Division 3000560, Project 23045, Account 52360) and re-direct the Intrafund Transfers-Out appropriations from the Accumulated Capital Outlay (Fund 3000, Sub-Division 3000000, Account 57900) to fund the increased costs of the Sullivan Lot Redesign & Resurface Project; Increase Intrafund Transfers-in for the Sullivan Lot Redesign & Resurface Project (Fund 3000, Sub-Division 3000550, Project 20024, Account 49900) offset by an increase in appropriations for Construction Services (Fund 3000, Sub-Division 3000550, Project 20024, Account 52360).

### **FISCAL IMPACT**

Is there a Fiscal Impact?

Yes

Is it currently budgeted?

No

Where is it budgeted?

Funds for the additional improvements is proposed from the Facilities Space Plan and Plan Development Project.

Is it Mandatory or Discretionary?

Discretionary

Discretionary Justification:

Approval of the Budget Amendment is necessary to complete project construction.

Is the general fund affected?

No

Future fiscal impact:

Future Fiscal impact will include routine maintenance funded through the CIF budget.

Consequences if not approved:

If not approved, the project cannot be completed, and services for the emergency repair cannot be funded.

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: It has been determined that this type of project does not have a significant effect on the environment and is exempt from the California Environmental Quality Act. [See Class 1 ("Existing Facilities") which may be found in the guidelines for the implementation of the California Environmental Quality Act at 14 CCR §15301; see also Napa County's Local Procedures for Implementing the California Environmental Quality Act, Appendix B.]



# Napa County

## Board Agenda Letter

1195 THIRD STREET  
SUITE 310  
NAPA, CA 94559  
[www.napacounty.gov](http://www.napacounty.gov)  
Main: (707) 253-4580

Board of Supervisors

**Agenda Date:** 1/27/2026

**File ID #:** 26-163

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**TO:** Board of Supervisors

**FROM:** Steve Lederer, Director of Public Works

**REPORT BY:** Juan Arias, Deputy Director of Public Works

**SUBJECT:** 555 Gateway Drive and BHTC Improvements Construction Contract and Budget Amendment Approvals

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### **RECOMMENDATION**

Award a Construction Contract to Thompson General Construction, doing business as Rubicon Builders, of Sonoma, CA, in the amount of \$3,424,000 for the "Napa County 555 Gateway Drive and BHTC Improvements," PW 26-100 project; and approve a Budget Amendment. (Fiscal Impact \$3,191,850 Expense; Health and Human Services Agency Fund; Not Budgeted; Discretionary)

[4/5 vote required]

### **BACKGROUND**

#### **Behavioral Health Treatment Center (BHTC)**

On June 3, 2025, the Board of Supervisors received a presentation, created a new capital improvement project, and approved related budget amendments for repurposing the Reentry Facility as the Health and Human Services Agency (HHSA) Behavioral Health Treatment Center (BHTC).

The Reentry Facility was originally built with a mix of State and local funding. In order to use the Reentry Facility for a BHTC, the County was required to "buy out" the State's interest in the facility. The new goal for the facility is to provide services by HHSA as a Behavioral Health Treatment Center. The Behavioral Health Treatment Center will consist of three programs: 1) Residential Substance Use Disorder Treatment and Withdrawal Management; 2) a Lanterman-Petris-Short (LPS) Act designated Mental Health Rehabilitation Center (MHRC) or other licensed facility type deemed eligible by the State to serve the target population; and 3) a Sobering Center.

The Behavioral Health Treatment Center envisions:

- 1) New and Expanded Mental Health and Substance Use Disorder Care -SB 43 Treatment Mandate,
- 2) Proposition 36 Treatment Capacity, and
- 3) Jail and Emergency Department Diversion.

These proposed programs at this new campus will strengthen the County's behavioral health care system for those with the most serious mental health and substance use disorders to create infrastructure to meet the new SB43 mandate that modernizes conservatorships, sustain and expand residential treatment capacity to provide for a long-term facility through its relocation from Napa State Hospital and to serve the new adult offender population under Prop. 36 (allowing for an increase from 35 to up to 48 residential treatment beds at this new site) and create a program to divert intoxicated adults from arrest and jail into a safe environment with critical short-term care and access to onsite longer-term treatment.

HHSA, in working with the Public Works Department and Nacht & Lewis architects, has designed some modifications to the existing facility as needed to operate the three treatment programs, thereby maximizing the facility's use. Nacht & Lewis Architects was selected through an RFQ for on-call architectural services for various County projects and has assisted the County with design of the project and preparation of plans, specifications and estimates. Nacht & Lewis designed the original facility, which has been beneficial to the County for coordination and cost efficiency purposes.

Napa County currently leases space at Napa State Hospital for its Residential Treatment and Withdrawal Management Program. That facility is in urgent need of extensive maintenance, has limited access, has limited capacity, and has no ability to co-locate with other treatment programs. Reentry Facility's design, capacity, and existing furnishings make it the ideal site to relocate and expand capacity of our Residential Treatment and Withdrawal Management Program and add new critical programs to create a "Behavioral Health Treatment Center." This new center is also adjacent to our new jail and nearby the Napa County HHSA that directly oversees these programs creating clear connections and referral pathways.

For tracking the modifications, a new Capital Improvement Project was created: 25050-HHSA Behavioral Health Treatment Center, with initial appropriations of \$300,000 for the design phase, funded through a transfer from HHSA reserves. The goal is to complete the modifications to the facility in the first half of 2026, assuming Probation Department's relocation from reentry to another leased space is accomplished in the Spring of 2026. The estimated total project cost through completion is \$3,491,850 and will be funded from HHSA reserves.

## 555 Gateway Drive:

On June 3, 2025, the Board received an update on the Facilities Master Plan, made the strategic decision to indefinitely pause implementation of the plan, and directed instead to move forward with short-term improvements to address critical facility and department space needs. Among these short-term actions was an item to lease office space for the Probation Department and Child Support Services. Movement of Child Support Services to leased space opens needed space for the District Attorney in 1127 First Street and movement of the Probation Department opens the Reentry Facility for the BHTC.

Staff from Probation, Child Support Services, and Public Works have utilized the services of the County's contracted real estate agent to seek available office space for lease. Staff evaluated several properties and identified approximately 40,000 square feet of space in a single building located at 555 Gateway Drive as the most cost-effective available property to meet the space needs. With tenant improvements to be made by the Landlord, the space is suitable for the Probation Department, one of its program service providers (GEO, currently located at the Hall of Justice), and for Child Support Services. The space is anticipated to be available in April of 2026 for the County to install furniture and security cameras with occupancy anticipated in the summer of 2026. Timelines are subject to change for earlier occupancy should the Landlord's current tenant vacate the space earlier than required.

Upon approval of the proposed lease, additional costs were anticipated, including purchase and placement of furniture and security systems, movement and installation of existing furniture and department essentials, and allocation of two additional custodial positions. Capital Improvement Funds have been budgeted to support improvements and the move.

#### **BHTC and 555 Gateway Drive construction process:**

Department of Public Works staff have worked with the County's on-call architects Nacht and Lewis and with applicable departments for the preparation of designs and construction bid plans and specifications for the improvements required for the BHTC and for the improvements and systems furniture installation required at the 555 Gateway property. Staff proposes to bid the two projects as one construction contract to take advantage of construction coordination and cost efficiencies.

On November 18, 2025, the Board of Supervisors (BOS) approved the plans and specifications and authorized to advertise for sealed bids and opening of the bids pursuant to Section 20150.8 of the Public Contract Code.

On January 8, 2026, bids were received and opened; bid results are attached for reference.

Staff recommends awarding the "555 Gateway Drive and BHTC Improvements" PW 26-100 contract to the

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lowest responsive bidder Thompson General Construction doing business as Rubicon Builders of Sonoma, CA for their base bid of \$3,024,000. In addition, staff recommend the award of Additive Alternate #1 in the amount of \$400,000 to provide an additional emergency generator for the BHTC facility.

The total project cost for the 555 Gateway Drive project including construction, construction/project management, and construction contingency, is \$2,000,860. An amount of \$2,500,000 was previously budgeted from the Capital Improvement Fund (CIF) for this project. Any remaining funds at project completion and close-out will be returned to the CIF fund. Prior to bidding Probation identified the need for a security fence surrounding the staff parking area. The County obtained a maximum \$275,000 commitment from the Community Corrections Partnership (CCP) to fund this security element. The County does not yet have an actual cost for the fence, so staff will return to the Board at a future meeting to incorporate the fence into the construction contract, using the CCP funds. Construction for the 555 Gateway Drive project is scheduled to begin at the end of April 2026 with Probation and Child Support services moving in May of 2026.

The total project cost for the BHTC project including construction, construction/project management, and construction contingency, is \$3,491,850. \$300,000 had been previously budgeted from HHSA. Any remaining funds at project completion and close-out will be returned to HHSA. Construction for BHTC is scheduled to start at the beginning of June 2026.

Thompson General Construction, doing business as Rubicon Builders, is not a local vendor however, the Public Contract Code requires that the construction contract be awarded to the lowest responsible and responsive bidder regardless of whether the low bidder is local or not. Staff reached out to the local construction contractor community by advertising the request for bids in the Napa Valley Register and the Solano-Napa Builder's Exchange, and by posting on the County website. Staff also sent "Notices to Contractors" to the local construction community.

#### Requested Actions:

1. Award of the Construction contract for the "Napa County 555 Gateway Drive and BHTC Improvements" PW 26-100 to Thompson General Construction, doing business as Rubicon Builders, of Sonoma, California, for their low base bid of \$3,024,000 and additive alternate #1 in the amount of \$400,000 for a total of \$3,424,000 and authorization for the Chair to sign the construction contract; and
2. Approval of Budget Amendment for the following (4/5 is required):
  - a. Increase Transfers Out appropriations by \$3,191,850 in the Health and Human Services-Agency Administration budget (Fund 2000, Sub-Division 2001000, Account 56100) offset by use of its available fund balance to transfer to Project 25050 and increase its Transfers In revenues (Fund 3000, Sub-Division 3000550, Project 25050, Account 48200); and
  - b. Increase Construction Services appropriations by \$3,191,850 in the Behavioral Health Treatment Center

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Project 25050 budget (Fund 3000, Sub-Division 3000550, Project 25050, Account 52360) offset by a Transfers In revenues from Health and Human Services-Agency Administration budget.

### **FISCAL IMPACT**

Is there a Fiscal Impact?

Yes

Is it currently budgeted?

No

Is it Mandatory or Discretionary?

Discretionary

Discretionary Justification:

Today's request is to award the construction contract for the two projects. The estimated total project cost (project management, design, construction costs, construction contingency, construction management and inspections) for BHTC project is \$3,491,850, of which \$300,000 was already budgeted for, with additional \$3,191,850 transfer requested today. The estimated total project cost for 555 Gateway Drive project is \$2,000,860 and is already budgeted in the project budget.

Is the general fund affected?

No

Future fiscal impact:

The BHTC project will be completed in Fiscal Year 2026/2027.

Consequences if not approved:

The project may not move into the construction phase.

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: It has been determined that this type of project does not have a significant effect on the environment and is exempt from the California Environmental Quality Act. [See Class 1 ("Existing Facilities") which may be found in the guidelines for the implementation of the California Environmental Quality Act as 14 CCR §15301; see also Napa County's Local Procedures for Implementing the California Environmental Quality Act, Appendix B.]

01/27/26

## 555 Gateway Drive Improvements Project Budget

Budget Item	Budget Item Amount	Board Appropriation to date	Amount Spent to Date	Amount % Spent to Date	Amount Balance
Construction	\$1,100,000	\$1,100,000	\$0	0%	\$1,100,000
Construction Contingency	\$275,000	\$774,140	\$0	0%	\$774,140
Design and Engineering	\$199,860	\$199,860	\$105,010	53%	\$94,850
Moving services (Probation and CSS)	\$100,000	\$100,000	\$0	0%	\$100,000
Construction Management	\$160,000	\$160,000	\$0	0%	\$160,000
County Project Mgmt./Administration	\$116,000	\$116,000	\$25,974	22%	\$90,026
Inspections and Fees	\$50,000	\$50,000	\$0	0%	\$50,000
<b><u>TOTAL</u></b>	<b><u>\$2,000,860</u></b>	<b><u>\$2,500,000</u></b>	<b><u>\$130,984</u></b>		<b><u>\$2,369,016</u></b>

01/27/26

**BHTC Improvements Project Budget**

Budget Item	Budget Item Amount	Board Appropriation to date	Amount Spent to Date	Amount % Spent to Date	Amount Balance
Construction	\$2,324,000	\$0	\$0	0%	\$0
Construction Contingency	\$464,800	\$0	\$0	0%	\$0
Design and Engineering	\$343,050	\$235,000	\$105,684	45%	\$129,316
Construction Management	\$200,000	\$0	\$0	0%	\$0
County Project Mgmt./Administration	\$110,000	\$65,000	\$20,914		\$44,086
Inspections and Fees	\$50,000	\$0	\$0	0%	\$0
<b><u>TOTAL</u></b>	<b><u>\$3,491,850</u></b>	<b><u>\$300,000</u></b>	<b><u>\$126,598</u></b>		<b><u>\$173,402</u></b>



County of Napa, CA  
Public Works  
Steven Lederer, Department Head  
1195 Third Street, Napa, CA 94503

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## EVALUATION TABULATION

IFB No. PW 26-100

Napa County 555 Gateway Boulevard and Behavioral Health Treatment Center (BHTC) Improvements

RESPONSE DEADLINE: January 8, 2026 at 11:30 am

Report Generated: Thursday, January 8, 2026

### SELECTED VENDOR TOTALS

Vendor	Total
Thompson General Construction	\$3,024,000.00
Good Life Construction	\$3,349,044.00
DL Falk Construction Inc.	\$3,772,000.00
FRC, Inc.	\$3,928,672.00
TPM Construction Inc	\$3,994,000.00
CWS Construction Group Inc	\$4,030,000.00

### BASE BID

Vendor	Total
Thompson General Construction	\$3,024,000.00
Good Life Construction	\$3,349,044.00
DL Falk Construction Inc.	\$3,772,000.00

## EVALUATION TABULATION

IFB No. PW 26-100

Napa County 555 Gateway Boulevard and Behavioral Health Treatment Center (BHTC) Improvements

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Vendor	Total
FRC, Inc.	\$3,928,672.00
TPM Construction Inc	\$3,994,000.00
CWS Construction Group Inc	\$4,030,000.00

### ADDITIVE ALTERNATE 1

Vendor	Total
CWS Construction Group Inc	\$0.00
DL Falk Construction Inc.	\$0.00
FRC, Inc.	\$0.00
Good Life Construction	\$0.00
Thompson General Construction	\$0.00
TPM Construction Inc	\$0.00

### VENDOR QUESTIONNAIRE PASS/FAIL

Question Title	CWS Construction Group Inc	DL Falk Construction Inc.	FRC, Inc.	Good Life Construction	TPM Construction Inc	Thompson General Construction
DIR NUMBER						Pass
LICENSE #, Class						Pass
NON-COLLUSION						Pass

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## EVALUATION TABULATION

Invitation For Bid - Napa County 555 Gateway Boulevard and Behavioral Health Treatment Center (BHTC) Improvements

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EVALUATION TABULATION

IFB No. PW 26-100

Napa County 555 Gateway Boulevard and Behavioral Health Treatment Center (BHTC) Improvements

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Question Title	CWS Construction Group Inc	DL Falk Construction Inc.	FRC, Inc.	Good Life Construction	TPM Construction Inc	Thompson General Construction
Bid Security						Pass
Electronic Bid Bond - Napa County (Public Works)		No Response	No Response	No Response	No Response	No Response
LIST OF SUBCONTRACTORS						
Acknowledgement of Required Forms and Submissions Prior to Project Completion and Payment						Pass
W-9 Form						Pass

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EVALUATION TABULATION

Invitation For Bid - Napa County 555 Gateway Boulevard and Behavioral Health Treatment Center (BHTC) Improvements

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# Napa County

## Board Agenda Letter

1195 THIRD STREET  
SUITE 310  
NAPA, CA 94559  
[www.napacounty.gov](http://www.napacounty.gov)  
Main: (707) 253-4580

Board of Supervisors

**Agenda Date:** 1/27/2026

**File ID #:** 26-30

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**TO:** Board of Supervisors

**FROM:** Steven Lederer, Director of Public Works

**REPORT BY:** Sydney Barclay, Associate Engineer

**SUBJECT:** Presentation regarding Edge line Rumble Strips and Amendment 2 to Agreement No. 250052B with Sanderson Bellecci, Inc. for the HSIP Cycle 11 “Silverado Trail Intersection Improvements” project, RDS 22-26.

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### **RECOMMENDATION**

Receive a presentation on edge line rumble strips on Napa County roadways and provide direction; and approve Amendment No. 2 to Agreement No. 250052B with Sanderson Bellecci, Inc. for additional engineering design and support services for the “HSIP Cycle 11 Silverado Trail Intersection Improvements” project RDS 22-26. (Fiscal Impact: \$267,532 Expense; SB-1 Fund; Budgeted; Discretionary)

### **BACKGROUND**

The Department of Public Works will provide a presentation to the Napa County Board of Supervisors regarding the advantages and disadvantages of using edge line rumble strips on County-maintained roadways, with a particular focus on their potential implementation along Silverado Trail. As directed by the Board, the “Bale, Big Ranch, Lodi, Silverado Trail, and West Zinfandel Paving, RDS 25-06” project, completed in the fall of 2025, included the installation of rumble strips as a pilot effort. The pilot installation has generated a range of feedback from nearby residents, businesses, and roadway users.

Public Works reviewed countywide collision data from fiscal year 2024-2025 and identified a total of 273 reported accidents in Napa County. Of these, 160 were single-vehicle collisions, with the majority classified as lane departure events. While some incidents involved external factors, such as animals crossing the roadway, the vast majority of accidents were attributed to driver inattention, distraction (commonly phone use), fatigue, or impairment (DUI, etc.). Of the 24 confirmed incidents in which drivers fell asleep, 11 occurred between 1:00 PM and 5:00 PM.

On Silverado Trail, the collision rate is approximately one accident per 40,000 vehicles, compared to one accident per 213,000 vehicles on Oak Knoll Avenue and one accident per 30,000 vehicles on Berryessa Knoxville Road. The collected traffic data indicates that collisions most frequently occur during the morning and afternoon commute periods, though incidents have been documented during all hours of the day. Fridays have the highest number of reported collisions, and while November has the highest monthly collision history, collisions occur throughout the year.

Certain locations along Silverado Trail experience a higher concentration of collisions (known as “hot spots”), and include the intersections of Oak Knoll Avenue, Zinfandel Lane, and the Strawberry Patch, which are being addressed by safety improvements with the Highway Safety Improvement Program (HSIP) Cycle 11 Intersection Improvement project. These hot spots were identified in Napa County’s Local Roadway Safety Plan (LRSP). A LRSP is required to apply for the HSIP grant funding and will be updated later this year to identify safety improvements and hot spots based on Napa County’s latest traffic incident data. Depending on the Board’s direction, rumble strips could be identified as a potential safety countermeasure within future LRSP updates and may be eligible for grant funding consideration.

Lane departure collisions along Silverado Trail generally occur at random locations rather than at a single reoccurring point and are often associated with moments of driver distraction or fatigue rather than with identifiable roadway deficiencies. While a history of collisions may suggest an elevated level of risk of another accident occurring at a particular location, the absence of prior incidents does not necessarily indicate that a location is free from a future risk.

Edge line rumble strips are widely recognized by the Federal Highway Administration and Caltrans as a safety countermeasure intended to reduce lane departure crashes. Studies indicate that edge line rumble strips can reduce lane departure collisions on two-lane rural roads by approximately 26 to 46 percent. Rumble strips consist of grooves milled into the pavement to create audible noise and vibration when driven over, to alert motorists that they are leaving the travel lane. This device is intended to reduce the severity and frequency of crashes associated with distracted, fatigued, or impaired driving. An additional potential benefit is that the audible warning may alert bicyclists when a vehicle encroaches into the shoulder area.

On Silverado Trail, the intended function of rumble strips would be to provide an audible and vibratory warning to drivers departing the traveled way, with a potential secondary benefit of increasing awareness between motorists and bicyclists when vehicles move into the shoulder or bike lane area.

While rumble strips have advantages, they also present potential drawbacks. The noise and vibration generated when vehicles drive over the strips may be disruptive to nearby residents, businesses, and visitors. Rumble strips also raise rideability concerns for bicyclists by reducing usable shoulder width and limiting maneuverability around debris or obstacles within the bike lane or roadway shoulder.

For the past decade, Napa County has evaluated and implemented a variety of safety measures along Silverado Trail. As part of the 2025 paving project, rumble strips were installed between Skellenger Lane and Zinfandel Lane as a pilot installation. Following their installation, some adjacent property owners expressed concerns regarding increased noise levels. One alternative to traditional rumble strips is the use of “mumble strips”, which are designed to reduce external noise impacts while still providing feedback to drivers. Another alternative is the installation of closely spaced reflective pavement markers.

In December 2023, Napa County installed reflective markers along the edge line striping at the intersection of Coombsville Road and First Avenue following a serious lane departure collision. Initial observations suggest that there has been a reduction in roadway departures at this location and the safety device has not posed a noise concern to nearby residences. County staff have also met with adjacent property owners and continue to evaluate the effects of rumble strips on Silverado Trail and the reflectors on Coombsville Road and First Avenue.

The Napa Valley Transportation Authority (NVTA) has prepared countywide bicycle plans and is currently developing the 2026 Countywide Active Transportation Plan, which includes recommendations for roadway safety improvements. County staff have met with NVTA and the Napa County Bicycle Coalition to discuss safety countermeasures such as rumble strips, mumble strips, bike buffers, and other treatments on County-maintained roadways.

The presentation to the Board will provide information on available safety data, design considerations, community impacts, alternative safety treatments, and guidance on the appropriate application of edge line rumble strips (or their alternatives) depending on nearby land uses and zoning in the unincorporated area of Napa County. Staff will also summarize public feedback received following the installation of approximately 3.5 miles of rumble strips along Silverado Trail between Skellenger Lane and Zinfandel Lane. The purpose of the presentation is to inform the Board, gather input from agencies and the community, and receive direction prior to making decisions that could affect future County policy and Capital Improvement Projects.

Aside from the presentation, this Board Item is also intended to approve Amendment No. 2 with the design consultant for the HSIP Cycle 11 Silverado Trail Intersection Improvements project.

On July 9, 2024, the Board of Supervisors approved Agreement 250052B with Sanderson Bellecci, Inc. to provide engineering, environmental, and construction support services for the HSIP Cycle 11 Silverado Trail Intersection Improvements project. Agreement No. 250052B was prepared for a maximum compensation of \$191,183 for preliminary engineering services and was amended in March 2025 (PSA Amendment 1) to increase the maximum compensation to \$262,269.

As part of the proposed improvements at Silverado Trail and Oak Knoll Avenue, additional engineering services are required to complete the final design. The project proposes to widen Silverado Trail north of Oak

Knoll Avenue, on the west side, to construct a new southbound right-turn lane. This widening will increase the structural and traffic loading on an existing storm drain culvert, necessitating structural engineering analysis to confirm the culvert has adequate capacity to handle this loading. Public Works staff requests an amendment to increase the consultant's scope of work, reallocate funding within the Agreement, and increase the consultant's overall compensation by \$5,263 for a total maximum compensation of \$267,532 (PSA Amendment 2). Sufficient design contingency exists within the project budget and no additional funding is requested at this time.

The Plans and Specifications are at approximately 95 percent completion and are anticipated to be finalized in March 2026, whereupon, staff will return to the Board to request authorization to advertise the project, adopt the project's CEQA documents, and proceed with requesting construction authorization from Caltrans.

Procedural Requirement:

1. Receive staff report
2. Public comment
3. Motion, second, discussion and vote

**FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Project 24015 which is funded by SB-1 Non-Operating Special Revenue Fund (Fund 2440, Sub-Division 1220052).
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The Board has the option to receive the presentation; an increased scope for the design consultant is necessary to finalize the project design and ensure structural stability of an underlying culvert at the Silverado Trail and Oak Knoll Avenue intersection.
Is the general fund affected?	No
Future fiscal impact:	Construction funds will be requested in Summer 2026.
Consequences if not approved:	The County hired Consultant will not be able to provide a complete and structurally sound design for the proposed improvements at Silverado Trail and Oak Knoll Avenue.
Additional Information	Strategic Initiative: Build Healthy, Connected Communities.

**ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: Consideration and possible adoption of a Mitigated Negative

Declaration. According to the Mitigated Negative Declaration, the proposed project would have, if mitigation measures are not included, potentially significant environmental impacts in the following areas: the Strawberry Patch and Oak Knoll Avenue. This project site is not on any of the lists of hazardous waste sites enumerated under Government code section 65962.5.

**AMENDMENT NO. 2**  
**OF NAPA COUNTY AGREEMENT NO. 250052B**  
**PROFESSIONAL SERVICES AGREEMENT**

**THIS AMENDMENT NO. 2 of NAPA COUNTY AGREEMENT NO. 250052B** ("Amendment No. 2") is made and entered into as of the 27th day of January, 2026, by and between NAPA COUNTY, a political subdivision of the State of California, hereinafter referred to as "COUNTY," and SANDERSON BELLECCI, INC. DBA SANBELL, previously known as Bellecci & Associates, Inc., a California corporation, whose mailing address is 2290 Diamond Boulevard, Suite 100, Concord, CA 94520, hereinafter referred to as "CONTRACTOR" or "CONSULTANT".

**RECITALS**

**WHEREAS**, on July 9, 2024, COUNTY entered into Napa County Agreement No. 250052B with CONTRACTOR (the "Agreement") for \$191,183.00 to obtain specialized services, as authorized by Government Code section 31000, in order to provide engineering design and support services for the HSIP Cycle 11 Silverado Trail Intersection Improvements Project, RDS 22-26, hereinafter referred to as "the Project;" and

**WHEREAS**, on March 25, 2025, the parties entered into an amendment to the Agreement ("Amendment No. 1") to expand the scope of services and to increase the total compensation by \$71,086 for additional engineering design and support services for the Project; and

**WHEREAS**, COUNTY and CONSULTANT now desire to amend the Agreement to reallocate the remaining and unused Amendment No. 1 design budget from \$71,086 to \$61,023 (a decrease of \$10,063) to expand the Consultant's scope of services by \$15,326, ultimately increasing the total compensation by \$5,263 for additional engineering design and support services for the Project.

**TERMS**

**NOW, THEREFORE**, COUNTY and CONTRACTOR hereby amend the Agreement as follows:

1. Paragraph 2 of the Agreement is amended to read in full as follows:

**Scope of Services.** CONTRACTOR shall provide COUNTY those services set forth in Exhibit "A" attached to the Agreement as originally approved, those additional services set forth in Exhibit "A-1," attached to Amendment No. 1 of the Agreement, and those additional services set forth in Exhibit "A-2," attached to this Amendment No. 2 of the Agreement, said Exhibits being incorporated herein by this reference.

2. Paragraph 3 of the Agreement is amended to read in full as follows:

**Compensation.**

(a) Rates. In consideration of CONTRACTOR's fulfillment of the promised work in the Exhibit "A," COUNTY shall pay CONTRACTOR at the rates set forth in Exhibit "B," attached to the Agreement as originally approved. In consideration of CONTRACTOR's fulfillment of the promised work in Exhibit "A-1," COUNTY shall pay CONTRACTOR at the rates set forth in Exhibit "B-1," attached to Amendment No. 1 of the Agreement. In consideration of CONTRACTOR's fulfillment of the promised work in Exhibit "A-2," COUNTY shall pay CONTRACTOR at the rates set forth in Exhibit "B-2," incorporated by reference herein.

(b) Expenses. No travel or other expenses will be reimbursed by COUNTY.

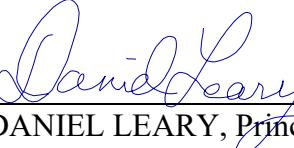
(c) Maximum Amount. Notwithstanding subparagraphs (a) and (b) or any other provision of this Agreement, the maximum payments under this Agreement shall be TWO HUNDRED SIXTY SEVEN THOUSAND FIVE HUNDRED THIRTY TWO DOLLARS AND ZERO CENTS (\$267,532.00); provided, however, that such amounts shall not be construed as guaranteed sums, and compensation shall be based upon services actually rendered and reimbursable expenses actually incurred. The actual payments made under this Agreement for the work in Exhibits "A," "A-1," and "A-2" shall also not exceed the per task maximum amounts set forth in Exhibit "B," "B-1," and "B-2," respectively, unless prior written consent to exceed a maximum amount for a specific task has been authorized in writing by the Director of Public Works or designee. Any approval by the Director of Public Works or their designee to exceed per task maximum shall not alter the maximum payment due under this Agreement as set forth in the first sentence of this subparagraph.

3. Except as provided in Paragraphs 1-2, above, all other provisions of the Agreement as amended by Amendment No. 1 shall remain in full force and effect as approved previously.

*[Remainder of page intentionally blank]*

IN WITNESS WHEREOF, COUNTY and CONTRACTOR have executed this Amendment No. 2 to Napa County Agreement No. 250052B effective as of January 27, 2026.

BELLECCI & ASSOCIATES, INC.

By   
DANIEL LEARY, Principal

“CONTRACTOR”

NAPA COUNTY, a political subdivision of  
the State of California

By \_\_\_\_\_  
AMBER MANFREE, Chair  
Board of Supervisors

“COUNTY”

APPROVED AS TO FORM Office of County Counsel  By: <u>Ryan Fitzgerald (e-sign)</u> Deputy County Counsel  Date: <u>January 12, 2026</u>	APPROVED BY THE NAPA COUNTY BOARD OF SUPERVISORS  Date: _____ Processed By:  Deputy Clerk of the Board	ATTEST: NEHA HOSKINS Clerk of the Board of Supervisors  By: _____
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## **EXHIBIT “A-2”**

### **SCOPE OF WORK**

In addition to the services included in Exhibits “A” and “A-1”, CONTRACTOR shall provide COUNTY with the following services for the Silverado Trail Intersection Improvements Project. Amendment No. 2 reduces the Level of Effort for Task 3 and adds a new Task 7:

#### **TASK 3: DESIGN DEVELOPMENT - REVISED**

Sanbell will provide Solar Powered Lighting Design at the Zinfandel Lane and Oak Knoll Avenue intersections.

#### **TASK 7: STRUCTURAL ENGINEERING SUPPORT**

In addition to the services already included in the original PSA, Sanbell has hired MP Structural Engineers, Inc. to provide structural engineering services for the Oak Knoll Avenue intersection with Silverado Trail.

##### **Task 7.1: Storm Drain Culvert Structural Inspection**

MP Structural Engineers, Inc. will inspect the existing shallow storm drain culvert at the intersection of Silverado Trail and Oak Knoll Avenue to ensure it can withstand the proposed vehicular loading over the culvert when the new southbound right turn lane is installed during construction. The scope of the structural engineering work shall include concrete scanning of the existing culvert, structural calculations to ensure the culvert can withstand vehicular loading, and custom structural details for backfilling over the existing culvert and culvert inlet adjustment details.

**Exhibit “B-2”**  
**COMPENSATION AND EXPENSE REIMBURSEMENT**

The additional design funding allocated in Amendment No. 1 dated March 25, 2025, for the design of a southbound acceleration lane at the Oak Knoll Avenue intersection is no longer needed, as the County opted to remove the design alteration from the project scope after further review and analysis. The County will reallocate the remaining design budget from Amendment No. 1 (\$10,063) to the Task 7 structural engineering scope.

<b>Amendment No. 1 (revised)</b>																<b>Environmental</b>	<b>10% Sub Mark Up</b>	<b>Total</b>
Task	Task Description	Prin Eng II	Prin Eng I	Prof. Eng I / Traf Eng	Eng III	Eng II	Assist Eng II	Assist Eng I	Survey Tech III	Prof Land Surv II	Survey, Chief	Survey, Journ Rod	Survey, Appren	Total Hours	Total Civil Survey Costs			
		\$278.03	\$274.10	\$172.65	\$162.56	\$134.53	\$114.91	\$98.09	\$145.74	\$246.64	\$153.50	\$130.61	\$112.44					
1	Environmental Planning Services (DJP&A)				6									6	\$975	\$34,198	\$3,420	\$38,593
2	Solar Powered Lighting Design (two intersections)	1	6	24			30							61	\$9,514			\$9,514
3	Design Revisions at Oak Knoll (SB acceleration lane)	1	6	21			17		12	2	8	8	8	83	\$12,916			\$12,916
		2	12	45	6	0	47	0	12	2	8	8	8	150	\$23,405	\$34,198	\$3,420	<b>\$61,023</b>

<b>Amendment No. 2</b>																<b>Structural</b>	<b>10% Sub Mark Up</b>	<b>Total</b>
Task	Task Description	Prin Eng II	Prin Eng I	Prof. Eng I / Traf Eng	Eng III	Eng II	Assist Eng II	Assist Eng I	Survey Tech III	Prof Land Surv II	Survey, Chief	Survey, Journ Rod	Survey, Appren	Total Hours	Total Civil Survey Costs			
		\$278.03	\$274.10	\$172.65	\$162.56	\$134.53	\$114.91	\$98.09	\$145.74	\$246.64	\$153.50	\$130.61	\$112.44					
1	Structural Engineering for SD Culvert (incl. concrete scanning)			2										2	\$345	\$11,697	\$1,170	\$13,213
2	Staging Exhibits for Oak Knoll and Strawberry Patch		1	4			10							15	\$2,114			\$2,114
		0	1	6	0	0	10	0	0	0	0	0	0	17	\$2,459	\$11,697	\$1,170	<b>\$15,326</b>



**COST PROPOSAL 1 PAGE 2 OF 2**  
**COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS**  
**(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)**

**1. Calculate Average Hourly Rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)**

Direct Labor <u>Subtotal</u> per Cost Proposal	Total Hours per Cost Proposal	Avg Hourly Rate	5 Year Contract Duration
\$53,697.68	1011	= \$53.11	Year 1 Avg Hourly Rate

**2. Calculate hourly rate for all years (Increase the Average Hourly Rate for a year by proposed escalation %)**

	Avg Hourly Rate	Proposed Escalation			
Year 1	\$53.11	+	0%	=	\$53.11 Year 2 Avg Hourly Rate
Year 2	\$53.11	+	0%	=	\$53.11 Year 3 Avg Hourly Rate
Year 3	\$53.11	+	0%	=	\$53.11 Year 4 Avg Hourly Rate
Year 4	\$53.11	+	0%	=	\$53.11 Year 5 Avg Hourly Rate

**3. Calculate estimated hours per year (Multiply estimate % each year by total hours)**

	Estimated % Completed Each Year	Total Hours per Cost Proposal	Total Hours per Year	
Year 1	100.00%	* 1011.0	= 1011.0	Estimated Hours Year 1
Year 2	0.00%	* 1011.0	= 0.0	Estimated Hours Year 2
Year 3	0.00%	* 1011.0	= 0.0	Estimated Hours Year 3
Year 4	0.00%	* 1011.0	= 0.0	Estimated Hours Year 4
Year 5	0.00%	* 1011.0	= 0.0	Estimated Hours Year 5
Total	100%	Total	= 1011.0	

**4. Calculate Total Costs including Escalation (Multiply Average Hourly Rate by the number of hours)**

	Avg Hourly Rate (calculated above)	Estimated hours (calculated above)	Cost per Year	
Year 1	\$53.11	* 1011	= \$53,697.68	Estimated Hours Year 1
Year 2	\$53.11	* 0	= \$0.00	Estimated Hours Year 2
Year 3	\$53.11	* 0	= \$0.00	Estimated Hours Year 3
Year 4	\$53.11	* 0	= \$0.00	Estimated Hours Year 4
		Total Direct Labor Cost with Escalation	= \$53,697.68	
		Direct Labor Subtotal before Escalation	= \$53,697.68	
		Estimated total of Direct Labor Salary Increase	= \$0.00	Transfer to Page 1

**NOTES:**

- 1 This is not the only way to estimate salary increases. Other methods will be accepted if they clearly indicate the % increase, the # of years of the contract, and a breakdown of the labor to be performed each year.
- 2 An estimation that is based on direct labor multiplied by salary increase % multiplied by the # of years is not acceptable.  
(i.e.  $\$250,000 \times 2\% \times 5 \text{ yrs} = \$25,000$  is not an acceptable methodology)
- 3 This assumes that one year will be worked at the rate on the cost proposal before salary increases are granted.
- 4 Calculations for anticipated salary escalation must be approved.

**Certification of Direct Costs:**

I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, allowable, and allocable to the contract in accordance with the contract terms and the following requirements:

1. Generally Accepted Accounting Principles (GAAP)
2. Terms and conditions of the contract
3. Title 23 United States Code Section 112 - Letting of Contract
4. 48 Code of Federal Regulations Part 31 - Contract Cost Principles and Procedures
5. 23 Code of Federal Regulations Part 172 - Procurement, Management, and Administration of Engineering and Design Related Services
6. 48 Code of Federal Regulations Part 9904 - Cost Accounting Standards Board (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.

Local governments are responsible for applying only cognizant agency approved or Caltrans accepted Indirect Cost Rate(s).

**Prime Consultant or Subconsultant Certifying:**

Name: Daniel Leary, Bellecci a Sanbell Company

Title: Principal

Signature: 

Date of Certification (mm/dd/yyyy): 12/17/2025

Email: [dleary@sanbell.com](mailto:dleary@sanbell.com)

Phone Number: 925.685.4569

Address: 2290 Diamond Boulevard, Suit 100, Concord CA 94520

\*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

**List of services the consultant is providing under the proposed contract:**

Refer to the Contract Professional Services Agreement for the scope of work to be performed by the consultants design team.



**COST PROPOSAL 1 PAGE 2 OF 2**  
**COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS**  
(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)

**1. Calculate Average Hourly Rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)**

Direct Labor Subtotal per Cost Proposal	Total Hours per Cost Proposal	Avg Hourly Rate	5 Year Contract Duration
\$3,096.00	43	= \$72.00	Year 1 Avg Hourly Rate

**2. Calculate hourly rate for all years (Increase the Average Hourly Rate for a year by proposed escalation %)**

Avg Hourly Rate	Proposed Escalation			
Year 1 \$72.00	+	0%	=	\$72.00 Year 2 Avg Hourly Rate
Year 2 \$72.00	+	0%	=	\$72.00 Year 3 Avg Hourly Rate
Year 3 \$72.00	+	0%	=	\$72.00 Year 4 Avg Hourly Rate
Year 4 \$72.00	+	0%	=	\$72.00 Year 5 Avg Hourly Rate

**3. Calculate estimated hours per year (Multiply estimate % each year by total hours)**

Estimated % Completed Each Year	Total Hours per Cost Proposal	Total Hours per Year	
Year 1 100.00%	* 43.0	= 43.0	Estimated Hours Year 1
Year 2 0.00%	* 43.0	= 0.0	Estimated Hours Year 2
Year 3 0.00%	* 43.0	= 0.0	Estimated Hours Year 3
Year 4 0.00%	* 43.0	= 0.0	Estimated Hours Year 4
Year 5 0.00%	* 43.0	= 0.0	Estimated Hours Year 5
Total 100%	Total	= 43.0	

**4. Calculate Total Costs including Escalation (Multiply Average Hourly Rate by the number of hours)**

Avg Hourly Rate (calculated above)	Estimated hours (calculated above)	Cost per Year	
Year 1 \$72.00	* 43	= \$3,096.00	Estimated Hours Year 1
Year 2 \$72.00	* 0	= \$0.00	Estimated Hours Year 2
Year 3 \$72.00	* 0	= \$0.00	Estimated Hours Year 3
Year 4 \$72.00	* 0	= \$0.00	Estimated Hours Year 4
Total Direct Labor Cost with Escalation		= \$3,096.00	
Direct Labor Subtotal before Escalation		= \$3,096.00	
Estimated total of Direct Labor Salary Increase		= \$0.00	Transfer to Page 1

NOTES:

- 1 This is not the only way to estimate salary increases. Other methods will be accepted if they clearly indicate the % increase, the # of years of the contract, and a breakdown of the labor to be performed each year.
- 2 An estimation that is based on direct labor multiplied by salary increase % multiplied by the # of years is not acceptable.  
(i.e.  $\$250,000 \times 2\% \times 5 \text{ yrs} = \$25,000$  is not an acceptable methodology)
- 3 This assumes that one year will be worked at the rate on the cost proposal before salary increases are granted.
- 4 Calculations for anticipated salary escalation must be approved.

**Certification of Direct Costs:**

I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, allowable, and allocable to the contract in accordance with the contract terms and the following requirements:

1. Generally Accepted Accounting Principles (GAAP)
2. Terms and conditions of the contract
3. Title 23 United States Code Section 112 - Letting of Contract
4. 48 Code of Federal Regulations Part 31 - Contract Cost Principles and Procedures
5. 23 Code of Federal Regulations Part 172 - Procurement, Management, and Administration of Engineering and Design Related Services
6. 48 Code of Federal Regulations Part 9904 - Cost Accounting Standards Board (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.

Local governments are responsible for applying only cognizant agency approved or Caltrans accepted Indirect Cost Rate(s).

**Prime Consultant or Subconsultant Certifying:**

Name: <u>Narasimha D. 'Prasanth' Tanikella</u>	Title: <u>Principal</u>
Signature: 	Date of Certification (mm/dd/yyyy): <u>1/5/2026</u>
Email: <u><a href="mailto:prasanth@mpstructural.com">prasanth@mpstructural.com</a></u>	Phone Number: <u>765-337-7929</u>
Address: <u>2633 Celaya Cir, San Ramon, CA - 94583</u>	

\*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

**List of services the consultant is providing under the proposed contract:**

Refer to the Contract Professional Services Agreement for the scope of work to be performed by the consultants design team.

**County of Napa**  
**Public Works Department**

<b>BUDGET SUMMARY: HSIP CYCLE 11 SILVERADO TRAIL INTERSECTION IMPROVEMENTS PROJECT, RDS 22-26</b>						1/12/2026
<b>Budget Item, Program 24015</b>	<b>Budget Item Amount</b>	<b>Request Today</b>	<b>Board Appropriation To Date</b>	<b>Appropriation Amount Spent to Date</b>	<b>Appropriation % Spent to Date</b>	<b>Appropriation Amount Balance</b>
Construction Contract	\$1,107,700	\$0	\$0	\$0	0%	\$0
10% Construction Contingency	\$110,770	\$0	\$0	\$0	0%	\$0
Design and Engineering	\$232,700	\$0	\$232,700	\$189,838	82%	\$42,862
15% Design and Engineering Contingency	\$37,300	\$0	\$37,300	\$0	0%	\$37,300
Construction Management	\$50,000	\$0	\$0	\$0	0%	\$0
County Project Management/Administration	\$75,000	\$0	\$75,000	\$56,164	75%	\$18,836
Environmental, Geotechnical and Special Inspections	\$20,000	\$0	\$20,000	\$16,958	85%	\$3,042
Permits	\$10,000	\$0	\$10,000	\$0	0%	\$10,000
<b>TOTAL</b>	<b>\$1,643,470</b>	<b>\$0</b>	<b>\$375,000</b>	<b>\$262,960</b>	<b>70%</b>	<b>\$112,040</b>



# Napa County

## Board Agenda Letter

1195 THIRD STREET  
SUITE 310  
NAPA, CA 94559  
www.napacounty.gov  
Main: (707) 253-4580

Board of Supervisors

**Agenda Date:** 1/27/2026

**File ID #:** 26-31

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**TO:** Board of Supervisors

**FROM:** Steven Lederer, Director of Public Works

**REPORT BY:** Graham Wadsworth, PE, Engineering Supervisor

**SUBJECT:** Update on the Napa Countywide Active Transportation Plan

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### **RECOMMENDATION**

Receive a presentation on the Countywide Active Transportation Plan from the Napa Valley Transportation Authority staff. (No Fiscal Impact)

### **BACKGROUND**

The Napa Valley Transportation Authority (NVTA) is leading the effort to create a Countywide Active Transportation Plan to help guide future investments in active transportation infrastructure and programs throughout Napa County communities. The Plan seeks to create a connected regional network of bicycle and pedestrian facilities to make Napa County a safer and more accessible community for all ages and abilities. NVTA has conducted extensive public engagement on the Plan, including numerous in-person and online presentations, forums, and pop-up events.

Napa County staff have provided comments and direction on key documents and materials that will be included in the final Plan and will ask the Board to approve the Plan at a future meeting. NVTA staff asked to update the Board on the status of the Plan and obtain feedback for improving walking and biking in Napa County.

Additional information about the Plan, including draft maps of proposed walking and biking improvements, are online at [www.NapaATplan.org](http://www.NapaATplan.org) <http://www.NapaATplan.org>.

Requested Action:

Receive a presentation on the Countywide Active Transportation Plan from the Napa Valley Transportation Authority staff.

### **FISCAL IMPACT**

Is there a Fiscal Impact? No

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Board of Supervisors	<b>Agenda Date:</b> 1/27/2026	<b>File ID #:</b> 26-31
Is it Mandatory or Discretionary?	Discretionary	
Discretionary Justification:	The Board has the option to receive the presentation.	
Additional Information:	Strategic Initiative: Build Healthy, Connected Communities	

## **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.



# Napa County

## Board Agenda Letter

1195 THIRD STREET  
SUITE 310  
NAPA, CA 94559  
[www.napacounty.gov](http://www.napacounty.gov)  
Main: (707) 253-4580

Board of Supervisors

**Agenda Date:** 1/27/2026

**File ID #:** 26-15

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**TO:** Board of Supervisors

**FROM:** Brian D. Bordona, Director - Planning, Building and Environmental Services

**REPORT BY:** Charlene Gallina, Supervising Planner

**SUBJECT:** Adoption of a Resolution Approving a Category 5 Temporary Event Application for the 2026 Auction Napa Valley (ANV) Event

---

### **RECOMMENDATION**

Conduct a public hearing to consider adoption of a Resolution approving a Category 5 Temporary Event application for the 2026 Auction Napa Valley event. (No Fiscal Impact)

### **BACKGROUND**

On November 19, 2025, Napa Valley Vintners (NVV) applied for a Category 5 Temporary Event for 2026 Auction Napa Valley events occurring between June 5, 2026, and June 7, 2026.

Pursuant to Chapter 5.36 of Napa County Code, when a Category 5 Temporary Event does not meet the criteria of a subsequent event, the Clerk of the Board must schedule a public hearing before the Board to consider adoption of a resolution approving the event.

### **Category 5 Temporary Event Criteria**

Section 5.36.015(H) defines a Category 5 Temporary Event as an event and any related ancillary activities that:

1. Will occur no more frequently than once per year;
2. Is sponsored by a non-profit corporation in existence for a period of at least two decades during which it has furthered the general welfare of the residents of the county by providing over fifty million dollars to other non-profit groups or entities to fund health care, educational, housing or other charitable services to the needy within the County;
3. Whose sponsor has, during the period of its existence, regularly conducted similar annual events in the County for the purpose of raising funds for the charitable purposes previously described; and
4. Will be conducted for the purpose of continuing to raise funds for the charitable purposes previously described.

Auction Napa Valley, sponsored by the NVV, meets the applicable Category 5 criteria. NVV is a non-profit corporation in existence for a period of at least two decades during which it has furthered the general welfare of

the residents of the County by providing over \$250 million to non-profit groups or entities to fund youth mental health, healthcare, education, fire resilience, housing, and other inclusive community services. Auction Napa Valley has, during the period of its existence, regularly conducted similar annual events in the County for the purpose of raising funds for the charitable purposes previously described.

### **Original Category 5 Approval (2006)**

In 2006, the Board of Supervisors created a new annual event permit, referred to as Category 5, to accommodate ongoing nonprofit events with specific qualification such as, but not exclusively, the Wine Auction. This Category 5 Temporary Event permit accommodated approval of a unique, multi-day event structure occurring across multiple locations. Auction Napa Valley submitted a letter to the Director of Conservation, Development and Planning on March 24, 2006, outlining the event schedule and locations. Activities included:

- Barrel Auction and Tasting at Trinchero Family Estates on June 2, 2006 (3,500 attendees);
- Breakfast and activities at COPIA on the morning of June 3, 2006 (1,000 attendees);
- The main Live Auction at Meadowood on June 2, 2006 (1,100 attendees);
- Ancillary activities were planned for 50 attendees.

On May 2, 2006, the Board of Supervisors adopted a resolution approving a Category 5 Temporary Event for the 2006 Auction Napa Valley event. (Attachment C)

### **Subsequent Events and Need for a New Resolution**

Pursuant to the County's Temporary Events Ordinance (Napa County Code Chapter 5.36), subsequent Auction Napa Valley events that are of the same nature, substantially the same size and conducted in accordance with the time, place and manner restrictions imposed by the Board under the resolution would require prior written notice to the County of the event but would not require further review by the Board. However, if subsequent Auction Napa Valley events were to change substantially in size or nature, a new Category 5 application and review by the Board would be required.

Auction Napa Valley throughout the years has continued to host the Auction, as a subsequent Category 5 event. Staff met with NVV and notified NVV counsel that a new resolution would be required for the 2026 event on November 10, 2025. Since the adoption of Resolution No. 06-87 in 2006, the nature, specifically the location (s), of the event over the years, has changed substantially, which required the need to approve a new Category 5 resolution by the Board.

### **2026 Auction Napa Valley Event**

On November 19, 2025, NVV applied for a Category 5 Temporary Event for the Auction Napa Valley 2026 events occurring between June 5, 2026, and June 7, 2026 (Attachment B). Proposed locations and activities include:

- Barrel Auction and Tasting at Robert Mondavi Winery on June 6, 2026 (approximately 1,200-1,500

attendees);

- Main Live Auction at Inglenook on June 7, 2026 (approximately 400 attendees);
- Ancillary activities limited to fewer than 50 attendees.

Staff recommend adoption of the proposed resolution to approve the 2026 event, subject to the updated time, place and manner restrictions (Attachment A). Staff are collaborating with NVV to ensure the event meets all applicable health and safety standards while streamlining the review process. Key reviewing departments include the California Highway Patrol, Napa County Sheriff, Emergency Medical Services, Public Works, Fire, and the Building and Environmental Health divisions within PBES.

### **Future Changes to the Temporary Events Ordinance**

The temporary events landscape in Napa Valley has evolved significantly over the past two decades. In response, staff are undertaking a comprehensive update to the Temporary Events Ordinance (Napa County Code Chapter 5.36) and the Temporary Events Manual to improve clarity, make requirements more accessible and easier for applicants to navigate, simplify submittals, enhance administrative efficiency, and ensure continued compliance with state law and public safety requirements.

As part of this effort, staff is evaluating revisions to Category 5 to better align it with large-scale events attended by more than 750 people per day, as well as the creation of a new Category 6 for event series. An event series would include multiple events held on the same parcel or on separate parcels within a 30-day period in the same calendar year. Under the proposed framework, all events within an event series would be reviewed through a single, consolidated application, with each event location evaluated by reviewing departments and agencies for compliance with applicable standards.

This framework is intended to provide a clearer and more streamlined permitting pathway for complex, multi-day events. The updated ordinance and temporary events manual would allow an event like Auction Napa Valley to be processed administratively in a manner consistent with other events of similar size and nature, unless the Board elects to continue requiring review and approval through a resolution, similar to the current Category 5 process.

The proposed Temporary Event Ordinance, the newly formatted and updated Temporary Event Manual and Application Packet, and other materials were posted for public review and comment on August 6, 2025 at the following link: <https://www.pbcs.cloud/index.php/s/qrizHwJA6Abkqs>. Further outreach along with revisions and streamlining are underway, and staff anticipate returning to the Board in Spring 2026 with a refined ordinance, updated Temporary Events Manual, and supporting materials for consideration.

### **Requested Action:**

Adopt the proposed resolution approving the 2026 Auction Napa Valley event, as allowed by the current ordinance. All future events would be considered under the provisions of Napa County Code Chapter 5.36, Temporary Events, effective at the time the application for the Auction Napa Valley event is received.

### **Procedural Requirements:**

1. Open Public Hearing.
2. Staff report.
3. Public comments.

4. Close Public Hearing
5. Motion, second, discussion and vote on adoption of a Resolution approving the application for the 2026 Auction Napa Valley event.

**FISCAL IMPACT**

Is there a Fiscal Impact?

No

Consequences if not approved:

Auction Napa Valley would have to follow and comply with the adopted 2006 resolution time, place, and manner restrictions for the 2026 event.

**ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: General Rule. It can be seen with certainty that there is no possibility the proposed action may have a significant effect on the environment and therefore CEQA is not applicable. [See Guidelines For the Implementation of the California Environmental Quality Act, 14 CCR 15061(b)(3)].

**RESOLUTION NO. 2026-\_\_**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NAPA,  
STATE OF CALIFORNIA, APPROVING A CATEGORY FIVE TEMPORARY EVENT  
APPLICATION SUBMITTED BY AUCTION NAPA VALLEY, PURSUANT TO  
CHAPTER 5.36 OF THE NAPA COUNTY CODE**

**WHEREAS**, Napa County Code (NCC) Section 5.36.050(C) allows the Board of Supervisors of the County of Napa, upon notice and a public hearing, to approve applications for Category 5 Temporary Events; and

**WHEREAS**, NCC Section 5.36.015(H) defines a Category 5 Temporary Event as an event and any related ancillary activities that:

1. Will occur no more frequently than once per year; and
2. Is sponsored by a non-profit corporation in existence for a period of at least two decades during which it has furthered the general welfare of the residents of the county by providing over fifty million dollars to other non-profit groups or entities to fund health care, educational, housing or other charitable services to the needy within the County; and
3. Whose sponsor has, during the period of its existence, regularly conducted similar annual events in the County for the purpose of raising funds for the charitable purposes previously described; and
4. Will be conducted for the purpose of continuing to raise funds for the charitable purposes previously described; and

**WHEREAS**, by its letter dated March 24, 2006 and the attachments thereto, Auction Napa Valley applied for a Category 5 Temporary Event for Auction Napa Valley 2006 events occurring between June 1, 2006 and June 4, 2006; and

**WHEREAS**, on May 2, 2006, the Board of Supervisors adopted Resolution No. 06-87, approving the 2006 Auction Napa Valley event being applied for by Auction Napa Valley; and

**WHEREAS**, Auction Napa Valley is a non-profit corporation that has been in existence for at least four decades, and has continued year after year to host the Auction, raising nearly \$250 million for charitable purposes for the benefit of the residents of Napa County, funding youth mental health, healthcare, education, fire resilience, housing, and other inclusive community services; and

**WHEREAS**, NCC Section 5.36.020(A)(2) describes a subsequent Category 5 event which may be lawfully advertised and conducted within the county without obtaining a license under this chapter or approval of the Board provided that: the event sponsor submits a written application to the department at least sixty days prior to the Subsequent Category 5 event which describes the event and identifies the date, nature, and location of any ancillary activities of the event; the ancillary activities are of the same nature and substantially of the same size as those held in conjunction with the previous Category 5 event approved by resolution of the Board; and the Subsequent Category 5 event and its ancillary activities are conducted in accordance with all

time, place and manner regulations imposed by the Board in its resolution which approved the previous Category 5 event; and

**WHEREAS**, on November 19, 2025, Auction Napa Valley applied for a Category 5 Temporary Event for Auction Napa Valley 2026 events occurring between June 5, 2026, and June 7, 2026. Staff reviewed the letter and determined the event had changed substantially since the adoption of Resolution No. 06-87 and therefore, a new Board resolution is required to approve the 2026 wine auction event; and

**WHEREAS**, staff is in the process of comprehensively updating the Temporary Events Ordinance (Chapter 5.36) and the Temporary Events Standards Manual and is reaching out to stakeholders soliciting feedback on the updates. Staff anticipate the ordinance will be considered by the Board in the Spring of 2026; and

**WHEREAS**, Auction Napa Valley is currently planning the Auction Napa Valley 2026 event, including, but not limited to, planning logistics for the event venue and determining the ancillary activities and wineries that will be participating in Auction Napa Valley 2026. Because the event requires extensive lead time and financial commitment, Auction Napa Valley desires a clear understanding of County requirements for the Auction Napa Valley 2026 event and requests that the event be processed under the existing ordinance consistent with County past practices. Future Auction Napa Valley events would be processed under the updated Temporary Events Ordinance if in effect in the year 2027.

**NOW, THEREFORE BE IT RESOLVED**, by the Napa County Board of Supervisors pursuant to Section 5.36.050(C) of the Napa County Code, that the Board hereby approves Auction Napa Valley to be issued a Temporary Event license for the events and ancillary activities for 2026 Auction Napa Valley activities, subject to providing the information required in Paragraph 5, and subject to the following time, place and manner restrictions:

1. All events and ancillary activities shall only occur between the hours of eight a.m. and midnight during no more than one five (5) day period;
2. No event shall be conducted in a building or a cave that has not obtained a temporary or final certificate of occupancy;
3. Main Event Sites located in the unincorporated County of Napa shall only occur on a parcel that is accessed from a State Highway; Silverado Trail; County Arterial as defined in NCC Section 18.112.070; a Collector County Road as defined in NCC Section 18.112.080 that is located between Silverado Trail and Highway 29/128; or California Drive;
4. Ancillary events must be officially sanctioned only by Auction Napa Valley organizers, must occur between Wednesday, June 3<sup>rd</sup> and Sunday June 7<sup>th</sup>, and cannot exceed 50 people per event;

5. Auction Napa Valley will submit to the Director of Planning, Building & Environmental Services, or their designee, the following materials at least sixty (60) days prior to any Main Event and Ancillary events:
  - a. An identification in the form of a letter to the Director of the dates, times, and location of the 2026 Main Event and Ancillary Event Sites, including any offsite parking associated therewith;
  - b. A satellite photograph demonstrating road access to any event site located in the County of Napa and not located at a parcel eligible to be a Main Event Site where more than 50 persons will attend;
  - c. For activities with more than 50 persons, including Main Event Sites, a depiction of the use and arrangement of the interior portion of any structure that either is not already designated for accessory occupancy or will have temporary seating;
  - d. An indemnification agreement in a form acceptable to County Counsel;
  - e. A certificate of insurance showing that Auction Napa Valley for all Main Events has obtained insurance coverage in the amount and type required by the County's Risk Manager and from an insurance company acceptable to the County's Risk Manager; and
  - f. Payment of the Non-Profit Wine Auction related application fee, as stated in the current PBES fee matrix, and any applicable review fees.
6. No less than thirty (30) days prior to any Main Event, any activity requiring a building permit, food permit, or utilizing a tent shall separately obtain the required Permit and comply with all applicable requirements therefore;
7. At least 48 hours prior to any Main Event, the Napa County Fire Marshal, or their designee, shall conduct an inspection of the designated Main Event sites. Auction Napa Valley shall incorporate and abide by any conditions, modifications, or occupancy limits as determined by the Fire Marshal; and
8. Auction Napa Valley shall comply with state law and all standards, requirements and conditions applicable to a Category 4 event in the Temporary Events Manual during all phases of the event, including setup and cleanup.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED** by the Napa County Board of Supervisors, State of California, at a regular meeting of the Board held on the 27th day of January 2026, by the following vote:

AYES: SUPERVISORS \_\_\_\_\_

\_\_\_\_\_

NOES: SUPERVISORS \_\_\_\_\_

\_\_\_\_\_

ABSTAIN: SUPERVISORS \_\_\_\_\_

\_\_\_\_\_

ABSENT: SUPERVISORS \_\_\_\_\_

\_\_\_\_\_

AMBER MANFREE, Chair of the Board of  
Supervisors

APPROVED AS TO FORM Office of County Counsel  By: <u>McKayla McMahon</u> Deputy County Counsel  Date: <u>January 15, 2026</u>	APPROVED BY THE NAPA COUNTY BOARD OF SUPERVISORS  Date: _____ Processed By:  Deputy Clerk of the Board	ATTEST: NEHA HOSKINS Clerk of the Board of Supervisors  By: _____
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napa valley vintners

November 19, 2025

Napa County Board of Supervisors  
1195 Third Street, Suite 310  
Napa, CA 94559

Dear Chair Cottrell and Board of Supervisors,

The Napa Valley Vintners is the non-profit trade association which has been cultivating excellence since 1944 by inspiring its 540 winery members to consistently produce wines of the highest quality, to provide environmental leadership and to care for the extraordinary place they call home. One of the ways we have sought to care for our community is through our signature philanthropic endeavor – Auction Napa Valley (ANV).

On behalf of both NVV and ANV, I am writing to request that the Board adopt a new resolution updating its current approval of ANV as a Category 5 Event and Subsequent ANV Events.

#### **History & Impact**

Since first being established in 1981, ANV has hosted annual fundraising events which have raised nearly \$250 million dollars for our community. The proceeds have been exclusively donated to Napa County non-profits to fund community healthcare, early childhood learning initiatives, forest health and fire reduction and youth mental health services.

The impact of these funds has helped bolster community resilience and the quality of life in Napa County. For example, through our cumulative investments of \$65 million with OLE Health, we have helped provide two permanent health centers in the City of Napa, supporting OLE's ability to serve 40,000 Napa County residents annually. Similarly, the Boys & Girls Clubs in Napa County have also been important beneficiary partners, utilizing \$10 million dollars in ANV support to build new clubhouses in Calistoga, St. Helena and American Canyon.

#### **Original Resolution**

In March 2006, the Napa County Board of Supervisors signed Resolution No.1272 which approved ANV's "Friday Barrel Auction" and "Saturday Live Auction" and its associated ancillary events. This Resolution allowed ANV events to be permitted as a "Category 5 Temporary Event" under the Napa County Temporary Events Ordinance. As part of the 2006 Resolution, NVV and ANV were required to comply with the requirements of the Temporary Event Manual.

ANV subsequently submitted annual notices and certificates of insurance and indemnification to Napa County to meet the "Subsequent Event" requirements within the Temporary Event Ordinance code. This programmatic approval process has significantly reduced the permitting burden on NVV and ANV each year and has allowed for more time and resources to be dedicated to ensuring a successful community fundraiser.

### **New Resolution**

Our request for the Board to adopt a new resolution seeks to: reaffirm the Board's recognition of the value Auction Napa Valley provides to Napa County, provide additional clarification regarding future event locations, and reauthorize both core and ancillary activities historically allowed as part of Auction Napa Valley.

### **ANV Events:**

#### Friday, June 6

##### **Napa Valley Barrel Auction**

Noon – 4 p.m.

*Robert Mondavi Winery*

*7801 St. Helena Hwy, Oakville*

Attendance: 1,200 – 1,500 guests

#### Saturday, June 7

##### **Live Auction Celebration**

4 p.m. -10 p.m.

*Inglenook*

*1991 St. Helena Hwy, Rutherford*

Attendance: 400 guests

### **ANV Ancillary Events:**

#### Thursday, June 5

##### **Vintner-Hosted Welcome Dinners**

6 p.m. – Locations throughout Napa Valley

Attendance: 20-40 guests per location

##### **ANV Top Donor Dinner**

6 p.m. – 10 p.m.

*Darioush*

*4240 Silverado Trail, Napa*

Attendance: Max 48 guests

#### Friday, June 6

##### **Vintner Hosted Dinners**

6 p.m. -10 p.m.

*Throughout Napa Valley*

*Locations throughout Napa Valley*

Attendance: 20-40 guests per location

### **Venues & Logistics**

There are a limited number of venues in Napa County that are well-suited to host the Napa Valley Barrel Auction and Live Auction Celebration. In the years to come, we anticipate that the location of the Napa Valley Barrel Auction will continue to rotate among those venues with the necessary and appropriate infrastructure to host. Among others, this includes venues like Louis Martini Winery, Raymond Vineyards, Robert Mondavi Winery and Charles Krug. Similarly, we expect the Live Auction Celebration venue to change each year, however we are hopeful for an eventual return to Meadowood Napa Valley.

ANV events necessitate year-round planning for event logistics, vintner participation, bidder recruitment and overall event participation. NVV and ANV staff conduct these events with attention to every detail to provide exceptional hospitality, with an emphasis on extensive public safety measures including utilizing the onsite presence of the Napa County Sheriff Department, California Highway Patrol, Emergency Medical Services and private security. NVV and ANV will continue to implement best practices for health and safety, to ensure a safe and successful event annually.

We appreciate the Board's longstanding partnership in supporting Auction Napa Valley and the vital role these events play in strengthening our community. Thank you for your consideration and continued support of our shared commitment to our community.

Sincerely,



Michelle J. Novi  
Counsel & Sr. Director of Industry Relations  
Napa Valley Vintners

## **RESOLUTION NO. 06-87**

### **A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NAPA, STATE OF CALIFORNIA, APPROVING A CATEGORY FIVE TEMPORARY EVENT APPLICATION SUBMITTED BY THE AUCTION NAPA VALLEY FOR AUCTION NAPA VALLEY 2006, PURSUANT TO CHAPTER 5.36 OF THE NAPA COUNTY CODE**

**WHEREAS**, Section 5.36.050(C) of the Napa County Code allows the Board of Supervisors of the County of Napa, upon notice and a public hearing, to approve applications for Category 5 Temporary Events; and

**WHEREAS**, Section 5.36.015(H) defines a Category 5 Temporary Event as an event and any related ancillary activities that:

1. Will occur no more frequently than once per year; and
2. Is sponsored by a non-profit corporation in existence for a period of at least two decades during which it has furthered the general welfare of the residents of the county by providing over fifty million dollars to other non-profit groups or entities to fund health care, educational, housing or other charitable services to the needy within the County; and
3. Whose sponsor has, during the period of its existence, regularly conducted similar annual events in the County for the purpose of raising funds for the charitable purposes previously described; and
4. Will be conducted for the purpose of continuing to raise funds for the charitable purposes previously described; and

**WHEREAS**, by its letter dated March 24, 2006 and the attachments thereto, Auction Napa Valley applied for a Category 5 Temporary Event for Auction Napa Valley 2006 events occurring between June 1, 2006 and June 4, 2006; and

**WHEREAS**, the events being applied for by Auction Napa Valley will occur no more frequently than once per year; and

**WHEREAS**, Auction Napa Valley, the entity sponsoring the events being applied for, is a non-profit corporation in existence for a period of at least two decades during which it has furthered the general welfare of the residents of the County by providing over fifty million dollars to other non-profit groups or entities to fund health care, educational, housing or other charitable services to the needy within the County as listed in attached document Exhibit A: "2005 Auction Napa Valley Total Funds Distribution"; and

**WHEREAS**, Auction Napa Valley has, during the period of its existence, regularly conducted similar annual events in the County for the purpose of raising funds for the charitable purposes previously described; and

**WHEREAS**, Auction Napa Valley 2006 will be conducted for the purpose of continuing to raise funds for the charitable purposes previously described;

**NOW, THEREFORE BE IT RESOLVED**, by the Napa County Board of Supervisors pursuant to Section 5.36.050(C) of the Napa County Code that the Board hereby approves Auction Napa Valley's March 24, 2006 application for a Category 5 Temporary Event for the events and ancillary activities listed in Auction Napa Valley's application, subject to the following time, place and manner restrictions:

1. All events and ancillary activities shall only occur between the hours of eight a.m. through midnight;
2. No event shall be conducted in a building or a cave that has not obtained a temporary or final certificate of occupancy;
3. The event license shall be displayed in close proximity to the primary entrance to the main event sites as listed below:
  - a. Meadowood  
900 Meadowood Lane  
St. Helena, CA
  - b. Trinchero Family Estates  
277 Main Street  
St. Helena, CA
  - c. COPIA  
500 First Street  
Napa, CA
- and shall be available for public inspection during all phases of the event, including cleanup;
4. No license shall be issued until the applicant has executed an indemnification agreement in a form acceptable to county counsel;
5. No license shall be issued until the applicant has filed with the planning director a certificate of insurance showing that the applicant has obtained insurance coverage in the amount and type required by the County's risk manager and from an insurance company acceptable to the County's risk manager;
6. Auction Napa Valley shall comply with all the standards, requirements and conditions contained in the temporary events ordinance and temporary events manual during all phases of the event, including cleanup.
7. This resolution shall become effective upon Auction Napa Valley's submittal of an executed indemnification agreement and a liquor license to the clerk of the board.

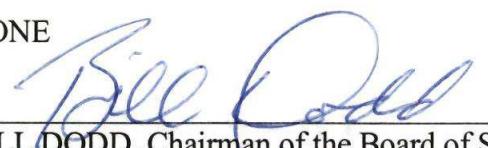
**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED** by the Board of Supervisors of the County of Napa, State of California, at a regular meeting of the

Board held on the 2<sup>nd</sup> day of May, 2006, by the following vote:

AYES: SUPERVISORS DILLON, WAGENKNECHT, MOSKOWITE, LUCE and DODD

NOES: SUPERVISORS NONE

ABSENT: SUPERVISORS NONE

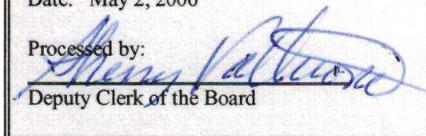


BILL DODD, Chairman of the Board of Supervisors

ATTEST: PAMELA A. MILLER  
Clerk of the Board of Supervisors

By: 

<b>APPROVED AS TO FORM</b> Office of County Counsel
By: <u>Laura J. Anderson (by e-signature)</u>
Date: <u>April 17, 2006</u>

<b>APPROVED BY THE NAPA COUNTY BOARD OF SUPERVISORS</b>
Date: May 2, 2006
Processed by:  Deputy Clerk of the Board

Attachment: Exhibit "A" - 2005 Auction Napa Valley Total Funds Distribution

PI/tempevents/ResoWineAuction2006

## EXHIBIT "A"

### 2005 Auction Napa Valley Total Funds Distribution

I. 25<sup>TH</sup> ANNIVERSARY FUND FOR CHILDREN'S HEALTH – DISTRIBUTION **\$1,000,000**

II. HEALTH – DISTRIBUTION **\$3,604,500**

**Aldea Children and Family Services – collaborative** **\$400,000**

Aldea and Hospice of Napa Valley provide mental health services for uninsured and underinsured Napa children and families. The funds requested are for continuing operation support.

**Alternatives for Better Living** **\$65,000**

Alternatives for Better Living provides outpatient substance abuse treatment for teens, working with the Napa Valley Unified School District and the Napa County Office of Education, and was the first local agency to offer drug Medi-Cal-funded outpatient services. This request is for funding to expand its school and community-based adolescent substance-abuse treatment to Calistoga and American Canyon, and to preserve current services at schools in the City of Napa.

**Behavioral Health Committee Project** **\$148,000**

This is a collaborative request from Clinic Ole, Cope Family Center, the Calistoga Family Center, the Parents-Child Advocacy Network, and Family Service of Napa Valley. The partnership of these agencies in providing services is the *Bridges* program. A core goal of *Bridges* is developing an integrated system of care that combines mental and physical health treatment with other essential services. The focus is the health of the whole family, not just the individual. This request is for program support.

**Community Health Clinic Ole** **\$625,000**

Clinic Ole is the premier provider of health care prevention, education, and treatment services for uninsured and underinsured people in Napa County. A total of \$625,000 will be awarded for continuing operation support. The Napa Valley Vintners recently announced that the annual distribution of funds from their Health Care Fund would be named in special recognition of Robert Mondavi. The honor was given to commemorate his dedication to the Napa Valley Vintners, his vision for Auction Napa Valley, and his tireless efforts supporting the well-being of the people of Napa County. \$350,000 of the \$625,000 awarded to Community Clinic Ole is the annual distribution from the Napa Valley Vintners Health Care Fund this year is presented in honor of Robert Mondavi.

**Community Action of Napa Valley (CANV)** **\$50,000**

CANV's Meals on Wheels program is the only daily home-delivered meals program for seniors in Napa County. This request is to provide funding for a Meals on Wheels Program to serve disabled, homebound non-seniors who cannot prepare meals for themselves.

**Family Service of Napa Valley** **\$60,000**

Family Service of Napa Valley is a mental health organization dedicated to providing affordable counseling services and support to those in need, and housing for people with special needs. This request is for funding to support their Permanent Housing Program.

<b>Healthy Moms &amp; Babies</b>	<b>\$225,000</b>
This program is the only comprehensive prenatal service program in Napa County offering bilingual case management for prenatal care. This project is dedicated to improving pregnancy outcomes of low-income women through access to prenatal obstetrical care, comprehensive case management services and perinatal educational programs. The funds requested are for continuing operation support.	
<b>Hospice of Napa Valley, Inc.</b>	<b>\$191,500</b>
Hospice of Napa Valley is the only community-based nonprofit organization that provides hospice and adult day health services for the terminally and chronically ill. In 2003, a new level of care, Mind Boosters, targeted to individuals in the early stages of Alzheimer's disease, was added to the array of services provided. The funds requested are for continuing operation support.	
<b>Napa Emergency Women's Services (NEWS)</b>	<b>\$100,000</b>
NEWS is the only provider of domestic violence services and shelter in Napa County. Their services include legal advocacy, transitional housing, shelter, counseling, health assessment, and support groups. This request is for program support for their Children's Services Program, bi-cultural/bi-lingual education, outreach and prevention, hiring of a shelter counselor, and fund-development program.	
<b>Napa Valley College Foundation</b>	<b>\$184,000</b>
Napa Valley College (NVC) is the major educator of registered nurses working in Napa Valley. This request is for funding to expand their Registered Nursing School program due to the critical nursing shortage.	
<b>Parents-Child Advocacy Network</b>	<b>\$75,000</b>
Formerly known as Matrix of Napa Parent Network and Resource Center, this organization offers advocacy and referral services to disabled children and their families. This request is for program support.	
<b>Queen of the Valley Hospital Foundation</b>	<b>\$500,000</b>
Queen of the Valley Hospital is the largest, most comprehensive health care facility in the region. These funds are requested for purchase of digital mammography equipment.	
<b>Salvation Army Napa Corps</b>	<b>\$50,000</b>
The Salvation Army is requesting funding to help support their Neighborhood Table program, which provides 26,000 nutritious meals a year to the homeless and "working poor" in Napa County.	
<b>Sister Ann Community Dental Clinic</b>	<b>\$315,000</b>
Sister Ann provides basic dental care to those who do not have access to private dental insurance and cannot afford to pay for private-sector care. The funds requested are for continuing operation support.	
<b>St. Helena Hospital</b>	<b>\$500,000</b>
St. Helena Hospital is a full-service nonprofit community hospital that provides acute care and community wellness programs. These funds will be applied toward the purchase of an Aquilion 64-slice Spiral Scanner.	
<b>The Women's Center – St. Helena Hospital</b>	<b>\$116,000</b>
The Women's Center provides easy access to high-quality breast cancer and osteoporosis prevention services. This funding provides support for low- or no-cost screenings for the vulnerable.	

**III. YOUTH – DISTRIBUTION** **\$1,316,000**

**Acorn Soupe and Connolly Ranch** **\$70,000**

Acorn Soupe, in conjunction with the Napa County Land Trust's Connolly Ranch, propose to develop a place-based, hands-on, environmental program designed to connect young children (grades K-1) with their surroundings, thereby instilling a sense of community and responsibility. Funding will support the Napa County Eco-Intervention Program.

**Big Brothers and Big Sisters of Marin and Napa Counties** **\$61,000**

BBBS of Marin and Napa Counties is the only mentoring program providing one-to-one mentoring for children 6 to 18 years of age in Napa County. The request for funding is to implement the Youth4Youth Mentoring Program in four after-school sites in American Canyon, Napa, St. Helena, and Calistoga.

**Boys and Girls Club of Napa Valley** **\$100,000**

The Boys and Girls Club of Napa Valley provides a wide range of after school activities for youth 6 – 18 years old. The funds requested are to expand program services to a new site at Pueblo Vista Elementary School, and offer a no-cost membership to students of the nearby Bel Aire Elementary School.

**Boys and Girls Club of Napa Valley/Teen Services** **\$125,000**

The funds requested are to enhance and expand teen services to reach more than 500 unserved teens in Napa and American Canyon.

**Boys and Girls Club of St. Helena and Calistoga** **\$120,000**

The Boys & Girls Clubs of St. Helena and Calistoga are the only up-valley youth organizations offering daily after-school and summer youth development, recreational and educational activities for young people in grades 1 through 12. Childhood obesity has become a silent epidemic, and to address this issue, the Boys & Girls Clubs of St Helena and Calistoga have incorporated a fitness and nutrition component to last year's Project Learn to create Project Learn – Plus. The funds requested are for this new program.

**Calistoga Family Center** **\$70,000**

Calistoga Family Center exists to make physical and mental healthcare services and parent education accessible to every family in Calistoga. The funds requested are for continuing operation support.

**Child Start, Inc.** **\$150,000**

Child Start provides comprehensive child and family services in Napa County. Three of its projects are the Training & Job Development for Early Childhood Careers Project, the Fatherhood Project, and the Parent Opportunity Fund. The funds requested are for support for these three programs.

**Child Start, Inc./Raising a Reader** **\$75,000**

The Raising a Reader program is a book delivery system and program focusing on pre-school children and their families to promote literacy and kindergarten readiness. The funds requested are for continuing operation support.

**College Works** **\$35,000**

This program provides college preparedness and support services through graduation. The funds requested are to provide support for college admission counseling.

**Cope Family Center** **\$150,000**

Cope Family Center empowers families to create happy, healthy lives for children through child abuse prevention, parent education, and family support services. The funds requested are to provide support for the SAFE Families program.

**Community Resources for Children** \$50,000

Community Resources for Children (CRC) provides services to parents and childcare providers who care for children with special needs, including recruitment of childcare providers, assisting parents to find the best childcare options and resources to support their child's development, providing individual consultation and technical assistance to childcare providers, and coordinating workshops and support groups. This request is for program support funding for the Caring for All Children Project.

**CyberMill, Inc.** \$50,000

CyberMill provides out of school time programs for at-risk youth. CyberMill staff brings both technology and program delivery skills to the program participants. The funds requested are for continuing operation support.

**Emancipating Foster Youth Project** \$120,000

This collaborative effort is focused on achieving systemic change in Napa County's Foster Youth program, assisting young adults who are "emancipated" at the age of 18 years with little or no money or independent living skills, and frequently with mental and physical health issues.

**Junior Achievement of the Bay Area, Inc.** \$10,000

Junior Achievement is a nationally recognized organization that has successfully implemented its life skills programs to thousands of students by employing supervised volunteer business professionals, parents, and civic community leaders in the classroom, to teach Junior Achievement programs. Junior Achievement currently operates in Napa County, reaching over 3,000 children in kindergarten through 12<sup>th</sup> grade. This funding request is to expand the Napa County program to reach an additional 400 low-income youths.

**Napa Sheriff's Activities League** \$50,000

The Napa Sheriff's Activities League is dedicated to building strength of character in young people by developing and supporting competitive youth sports and fitness programs. The funds requested are for continuing operation support.

**Planned Parenthood** \$55,000

Planned Parenthood offers a variety of reproductive services, public education and outreach throughout its service region. This grant will go towards the Youth Power program.

**Volunteer Center/Court Appointed Special Advocates (CASA) of Napa County** \$25,000

CASA of Napa County serves children (0-18) who have become dependents of the Napa County Court system, when their parents or guardians have been incarcerated or deemed unfit to care for the child. A well-trained CASA volunteer is appointed by a judge to be the voice for the child in Court. The volunteer follows the case until it has been dismissed from the Court. Funds requested are for program support.

**IV. HOUSING – DISTRIBUTION** **\$736,000**

**Calistoga Affordable Housing**

**\$260,000**

Calistoga Affordable Housing is a nonprofit organization run primarily on volunteer support and focused on providing low-income housing in and around the city of Calistoga. The funds requested are for down payment assistance, program support, and development of a housing policy study.

**Catholic Charities**

**\$50,000**

Catholic Charities offers a variety of social and human services for the needy in Napa County including Home Base, which provides affordable transitional housing for homeless individuals, and Transitional Housing, which provides housing units for those clients who are the hardest to serve. Through these programs, Catholic Charities educates clients to work through barriers that prevent them from renting units in the open market. The funds requested are for program support for the Home Base Supportive Living Program.

**Catholic Charities/Rainbow House**

**\$75,000**

Rainbow House is a transitional residence in Napa that annually serves 12 to 15 single mothers and homeless youth between the ages of 18 and 24. Residents pay monthly program fees and are expected to be actively enrolled in job training and job-related education. Youth receive support services for up to 18 months. The funds requested are for program support.

**Catholic Charities/Home Base**

**\$56,000**

Home Base provides affordable transitional housing for homeless individuals. This request is for property management and maintenance support for Catholic Charities' affordable housing.

**Community Resources for Independence**

**\$20,000**

Community Resources for Independence (CRI) established the Housing Access Modifications Program (HAM) in 1994, and is the only program of its kind in Napa County. The program modifies existing housing for the disabled so that they can continue to live in their homes and avoid or delay the costly expense of entering a nursing or assisted living facility. This request is for program support.

**Greater Napa Fair Housing Center**

**\$50,000**

Fair Housing Napa Valley (FHNV) is the only agency in Napa County designated to provide tenant/landlord counseling and training. It is also the only agency in Napa County with staff trained to investigate, mediate, and enforce state and federal fair housing laws. This request is to create new landlord/tenant services in St. Helena, targeting immigrant Hispanic, low-income, and disabled clients to train them in fair housing and tenant/landlord regulations, and to recognize discrimination and seek counseling.

**Napa Valley Community Housing**

**\$225,000**

Napa Valley Community Housing has been building low-income housing for more than ten years and approximately 80% of their current tenant base is Hispanic. They provide mandatory compliance documentation to lenders. The farmworker housing program began in December 2002 and has proved to be very helpful to those involved in farmworker issues. The funds requested are for a new low-income housing development, compliance reporting, farmworker advocacy, and family empowerment through the Von Brandt Family Resource Center.

**V. SPECIAL PROJECTS – DISTRIBUTION** **\$565,000**

**Hospice of Napa Valley** **\$250,000**

Hospice of Napa Valley is the only community-based nonprofit organization that provides hospice and adult day health services for the terminally and chronically ill. This request is to support their capital campaign to help pay down their debt owed in building their new facility.

**Legal Aid of Napa Valley** **\$60,000**

Legal Aid of Napa Valley provides legal services to low-income and underserved residents of Napa County. While continuing to offer high-quality legal services to seniors, LANV has recently launched its Baseline Legal Services, serving people who are homeless or at the risk of becoming homeless, including disabled veterans and victims of domestic violence. In addition, LANV has established an Immigrant Legal Services Program, to which Auction Napa Valley awarded \$50,000 in support of Legal Aid's provision of free or low-cost immigration legal services. This request is for program support for their Immigration Legal Services Program.

**Napa County Health & Human Services – South Napa Shelter Project** **\$250,000**

The Napa County Board of Supervisors recently declared a homeless crisis in Napa County. A recent study estimated that there are 700 to 900 homeless people in the County on any given night. Currently the only shelter for "singles" (homeless people not in family groups) is the 40-bed Sullivan Shelter, which is scheduled to be torn down for downtown redevelopment. This request is for funding for the development of a new homeless shelter facility on land donated by the Gasser Foundation.

**Tucker Farm Center** **\$5,000**

The Tucker Farm Center was built in the 1920s as a social and cultural center for the agricultural community and is one of three original centers remaining in Napa County. Tucker Farm Center is requesting one-time funding for water hook-up fee so that they can complete construction of bathrooms at the Center.

**VI. HEALTH CARE FUND – DISTRIBUTION** **\$1,548,000**

The Napa Valley Wine Auction Health Care Fund was established by the Wine Auction Board of Directors in 1989 to provide a reserve for local health care providers should the auction ever experience a shortfall or should a health care emergency arise in the community. This year \$1,548,000 is being contributed to the Health Care Fund from Auction Napa Valley proceeds.

CC: Amy D. - Co. Co.  
Laura Anderson Co. Co. } 5/5/06  
Terri A - CDPD - 7/13/06

# DP&F

DICKENSON, PEATMAN & FOGARTY  
A Professional Law Corporation

DAVID W. MEYERS  
davemeyers@dpfnapa.com

March 24, 2006

RECEIVED  
MAR 24 2006  
NAPA CO. CONSERVATION  
DEVELOPMENT & PLANNING DEPT.

Ms. Hillary Gitelman  
Director, Conservation, Development and Planning Department  
1195 Third Street, Suite 210  
Napa, CA 94559

Rc: Auction Napa Valley 2006

809 Columbus Street  
Napa, CA 94559-2977  
Tel: 707 252 7122  
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Charles H. Dickenson  
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Stan D. Blyth  
Thomas F. Carey  
Matthew J. Eisenberg  
Kevin W. Teague  
Michael J. Holman  
David A. Diamond  
J. Scott Gerien  
Judith Kammus Albrecht  
David Baller  
Megan Ferrigan Healy  
J. Robert Anglin, Jr.  
Of Counsel  
C. Richard Lemon

Retired  
Howard G. Dickenson  
Joseph G. Peatman  
Walter J. Fogarty, Jr.

Dear Ms. Gitelman:

Our office represents the Auction Napa Valley. The purpose of this letter and the accompanying documents is to apply for a Category 5 Temporary Event pursuant to the requirements set forth in Chapter 5.36 of the Napa County Code.<sup>1</sup> This letter will advise you of the upcoming Auction Napa Valley 2006 dates and scheduled events.

The Barrel Auction/Tasting will be held on Friday, June 2 at Trinchero Family Estates, Main Street, St. Helena from 10:30 a.m. to 3:00 p.m. There will be approximately 3,500 attendees at this event.

The hospitality events scheduled for Thursday evening, June 1 and Friday evening June 2, which are offered as part of Auction Napa Valley 2006, are described in the enclosed list. We are informed that all of those are planned for less than 50 persons, except Cosentino, which is planned for 50.

On the morning of Saturday, June 3, from 9:00 a.m. to 12:00 p.m., there will be a breakfast, accompanied by other activities, at Copia, with approximately 1,000 attendees. The Live Auction and main events will be held on Saturday, June 3, from 4:00 p.m. until midnight at Meadowood, as usual, and there will be approximately 1,100 individuals in attendance. The Auction Napa Valley 2006 weekend ends with various winery Open Houses on Sunday, June 4.

The annual Auction Napa Valley Volunteer Party for up to 600 persons will be held in August, 2006. The exact date and location of this event have not been determined at this time.

<sup>1</sup> Trish Hornisher of the Planning Department advised Marlo Cohen, a law clerk in our office, that submittal of this letter with the accompanying documents and payment is all that is necessary for the filing of a formal application for Auction Napa Valley 2006.

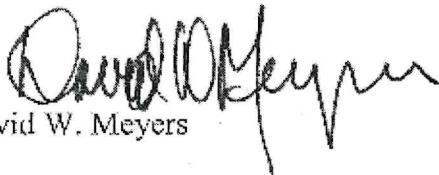
Ms. Hillary Gitelman  
March 24, 2006  
Page 2

490

Please call me if you have any questions.

Very truly yours,

DICKENSON, PEATMAN & FOGARTY

  
David W. Meyers

DWM:bab  
Encs.

cc: Stacy Dolan Capitani, Napa Valley Vintners



# Napa County

## Board Agenda Letter

1195 THIRD STREET  
SUITE 310  
NAPA, CA 94559  
[www.napacounty.gov](http://www.napacounty.gov)  
Main: (707) 253-4580

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Board of Supervisors

**Agenda Date:** 1/27/2026

**File ID #:** 26-121

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**TO:** Board of Supervisors

**FROM:** Ryan J. Alsop, Chief Executive Officer

**REPORT BY:** Neha Hoskins, Clerk of the Board

**SUBJECT:** CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

---

### **RECOMMENDATION**

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

Agency Designated Representatives: Christine Briceño, Director of Human Resources- Napa County Probation Professionals' Association - Nonsupervisory Unit and Napa County Probation Professionals' Association - Supervisory Unit