



COUNTY OF VENTURA HUMAN SERVICES AGENCY

Melissa Livingston
Director

November 10, 2020

Board of Supervisors
County of Ventura
800 South Victoria Avenue
Ventura, CA 93009

Jennie Pittman
Deputy Director
Administrative Services

Marissa Mach
Deputy Director
Adult & Family Services

Judy Webber
Deputy Director
Children & Family Services

Curtis Updike
Deputy Director
Community Services
Department

Subject: **Approval of, and Authorization for the Human Services Agency (HSA) Director or Designee to Sign, an Agreement with School Districts for the Use of School Facilities During a Disaster; Authorization for the HSA Director or Designee to Modify the Agreement.**

Recommendations:

1. Approve, and authorize the Human Services Agency (HSA) Director, or designee, to sign, the attached agreement with various school districts for use of school district facilities during a disaster.
2. Authorize the HSA Director or designee to make corrections, clarifications and technical modifications to the agreement, subject to review and approval by County Counsel, provided such changes are consistent with the original purpose of the agreement, do not result in the loss of any income to the County and do not subject the County to additional costs.

Fiscal/Mandates Impact:

Mandatory:	No
Source of Funding:	County
Funding Match Required:	No
Impact on other Departments:	None

There is no fiscal impact associated with this item.

Discussion:

The agreement before your Board (Exhibit 1) represents one outcome of the County's many efforts to enhance community partnership and interagency cooperation to best serve local residents in times of disaster. The County has worked in partnership with the Ventura County Office of Education and local school districts to establish a mutual relationship related to disaster planning and the use of school facilities as evacuation shelters in the event of a disaster.

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HSA plays an oversight role for mass care and shelter during disaster events requiring evacuation, and recognizes that establishing agreements before disasters occur promotes ongoing preparation and enables swift action in times of need. The intent of the agreement is for the County and school districts to agree on how the County will use school facilities for disaster relief so that these terms are already in place in the event of a disaster. The agreement does not pre-identify school facilities to be used as shelter sites; instead, use of a school facility requires separate permission by the respective school district based on the availability of specific facilities during a disaster event. Additionally, the agreement provides the County with the flexibility to secure an operator for the management of shelter facilities should one be needed.

We recommend that your Board approve and authorize the HSA Director, or designee, to sign the agreement, attached as Exhibit 1. We also recommend that your Board delegate authority to the HSA Director or designee to approve and sign modifications to the agreement under the conditions described in recommendation two.

This request is consistent with County Strategic Plan Focus Area #4: Community Well-Being, Strategic Goal #2: Ensure that individuals and families are provided timely and efficient assistance to meet/sustain basic needs, and transition quickly into pathways of productivity and self-sufficiency.

This letter has been reviewed by the County Executive Office, the Auditor-Controller's Office, County Risk Management and County Counsel. If you have any questions, please contact me at 477-5301, or Jennie Pittman, Deputy Director for Administrative Services, at (805) 477-5340.



Melissa Livingston
Director

Attachment: Exhibit 1 - Shelter Agreement