



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Department Name:** Public Health  
**Department No.:** 041  
**For Agenda Of:** November 17, 2020  
**Placement:** Administrative  
**Estimated Tme:**  
**Continued Item:** Yes  
**If Yes, date from:** November 10, 2020  
**Vote Required:** Majority

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**TO:** Board of Supervisors  
**FROM:** Department Van Do-Reynoso, MPH, PhD, Director  
Director Public Health Department  
Contact Info: Darrin Eisenbarth, Deputy Director

**SUBJECT:** Request to Ratify Execution of Emergency Occupancy Agreement with Best Western Plus Encina Inn and Suites

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**County Counsel Concurrence**

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Other Concurrence: Risk Management**

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors consider the following recommendations:

- a) Approve and ratify an Emergency Occupancy Agreement (Attachment A) between the County of Santa Barbara and the Best Western Plus Encina Inn and Suites located in Southern Santa Barbara County for use on a month-to-month bases as non-congregate sheltering to COVID-19; and
- b) Authorize the Public Health Director, or designee, until otherwise ordered by the Board, to continue utilizing the Emergency Occupancy Agreement to provide non-congregate sheltering in response to the COVID-19 pandemic for payments due under Section 4, in an amount not to exceed \$500,000; and
- c) Determine that the recommended actions are not the acceptance and approval of a project that is subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(4), finding that the project is a creation of government funding mechanisms or other government fiscal activities, which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment; and that the actions are exempt from CEQA pursuant to Guidelines Section 15269(c) as they consist of specific actions necessary to prevent or mitigate an emergency.

**Summary Text:**

This item is on the agenda for your Board to approve and ratify an Emergency Occupancy Agreement with Best Western Plus Encina Inn and Suites to provide non-congregate housing for suspected and confirmed COVID-19 patients as part of the County’s COVID-19 response efforts.

**Background:** On March 12, 2020, the Board of Supervisors declared a local emergency proclamation in response to the COVID-19 pandemic. As part of the County’s response to stop the spread of the Coronavirus, on July 8, 2020, the County used its emergency contract authority to execute an agreement with Best Western Plus Encina Inn and Suites to provide non-congregate sheltering for isolation and quarantine of either persons under investigation, or those that have tested positive for COVID-19. This Agreement was executed pursuant to the Director of Emergency Services’ authority under County Code Chapter 12 and is presented here now for the Board’s approval and ratification.

Thus, the request is for your Board to approve and ratify the Agreement with Best Western Plus Encina Inn and Suites to ratify the provision of non-congregate sheltering on a month-to-month basis as part of the County’s COVID-19 response and mitigation efforts.

This ratification is necessary in order for the County to pay invoices for the Best Western Plus Encina Inn and Suites as payments have exceeded the threshold amount of \$200,000 and require Board authorization for payment. However, use of this site for non-congregate sheltering is no longer deemed necessary by the Public Health Department given lower demand and alternatives to shelter at more cost-effective sites. Thus, after payment of invoices now due the non-congregate sheltering agreement will be terminated. The Board is scheduled to approve a somewhat similar agreement today with Best Western Plus Encina Inn and Suites for an Alternative Care Site (ACS) (or “Options” agreement). That new agreement will allow the County to use the Best Western Plus Encina Inn and Suites for ACS if necessary.

**Performance Measure:**

N/A

**Fiscal and Facilities Impacts:**

Budgeted: No

**Fiscal Analysis:**

Based on incurred lodging services, it is anticipated that the Public Health Department may expend up to \$500,000, as a not to exceed, during FY 2020-21 on non-congregate sheltering at this site. In addition, the Department will be looking at the optimal use of its agreements for sheltering and right-sizing the response. Costs associated with this Agreement will be funded through federal funds received from the County Federal Coronavirus Aid, Relief, and Economic Security (CARES Act) funding.

**Key Contract Risks**

N/A

**Staffing Impacts:**

**Legal Positions:**

0

**FTEs:**

0

**Special Instructions:**

Please retain one (1) Minute Order for pick-up by the department. Please email [Kelly.Lazarus@sbcphd.org](mailto:Kelly.Lazarus@sbcphd.org) when available for pickup.

**Attachments:**

A. Emergency Occupancy Agreement with Best Western Plus Encina Inn and Suites

**Authored by:**

Darrin Eisenbarth, Deputy Director