



A Tradition of Stewardship
A Commitment to Service

FILED

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Clerk of the Napa Superior Court
By: C. Brennan
Deputy

Board of Supervisors

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Diane Dillon
Chair

June 29, 2010

The Honorable Stephen T. Kroyer
Presiding Judge
Superior Court of California, County of Napa
825 Brown Street
Napa, CA 94559

Dear Judge Kroyer:

As required by Penal Code Section 933(c), enclosed is the response to the 2009-2010 Final Reports on the Napa County Department of Health and Human Services *Involuntary Mental Health Evaluations* and the American Recovery and Reinvestment Act of 2009 Funds Awarded to Napa County.

Grand Jury activity takes place over the course of a number of months. As such, their findings and recommendations often address issues which county departments have already identified as problems and to which solutions are in the process of being developed.

The Board acknowledges the members of the 2009-2010 Grand Jury for the time they have devoted in preparing their report.

Sincerely,

Handwritten signature of Diane Dillon in cursive.

Diane Dillon, Chair
Napa County Board of Supervisors

Enclosure

cc: Foreman, 2009-2010 Grand Jury

Brad Wagenknecht
District 1

Mark Luce
District 2

Diane Dillon
District 3

Bill Dodd
District 4

Keith Caldwell
District 5

AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009 Funds Awarded to Napa County

RECOMMENDATION 1: Formal reporting procedures to the BOS be instituted requiring that the Board receive quarterly ARRA expenditures updates from the Auditor-Controller and CEO at the first BOS meeting immediately after each report is submitted to the State.

Response, Auditor-Controller: The recommendation has been implemented. At the April 13, 2010 BOS meeting, the Auditor-Controller and CEO presented a fiscal summary of each award to date. The summary included information on each award as follows: the program name, the project description, the amount awarded, the payments received and the project status. This report is also uploaded on the County's website for public viewing and will be updated quarterly, corresponding with the State reporting requirements.

Response, CEO and Director of Community and Intergovernmental Affairs: The recommendation has been implemented. The CEO and Manager of Community and Intergovernmental Affairs have scheduled, along with the Auditor Controller, a quarterly update on the status of ARRA funding for the Board of Supervisors. These updates will occur after the reports have been submitted to the State Inspector General.

Response, Napa County Board of Supervisors: The recommendation has been implemented. The Board of Supervisors received the first of these quarterly reports at the April 13, 2010 BOS meeting.

RECOMMENDATION 2: The CEO provide quarterly ARRA expenditures updates for residents via the County website immediately following the BOS review.

Response, CEO and Director of Community and Intergovernmental Affairs: The recommendation has been implemented. The County's website has been updated to reflect the latest report that has been presented to the Board of Supervisors. The website will be updated quarterly immediately following the report to the Board of Supervisors.

RECOMMENDATION 3: The Auditor-Controller develop written policy and procedures that pertain specifically to ARRA.

Response, Auditor-Controller: The recommendation has been implemented. The Auditor-Controller does not set County policies. However, she has established internal County-wide accounting procedures specifically regarding ARRA. As a new grant is awarded, a meeting is set between staff of the Auditor-Controller and key fiscal and program staff of the department receiving the award. The accounting procedures are disseminated and the award deadlines, reporting requirements and expectations are understood. Monthly reviews are completed and quarterly reports are reconciled prior to submission to the State.