



# City of Emeryville

CALIFORNIA

## MEMORANDUM

**DATE:** December 1, 2020  
**TO:** Christine Daniel, City Manager  
**FROM:** Lori Elefant, Management Analyst, Human Resources  
Trish Raver, Human Resources Director  
**SUBJECT:** **Resolution Of The City Council Of The City Of Emeryville To Accept A Donation Of A Container Of Emergency Supplies From Novartis**

### RECOMMENDATION

Staff recommends that the City Council adopt the above entitled resolution to accept a donation of a container of emergency supplies from Novartis.

### BACKGROUND

In November 2019, Cesar Avila, Deputy Fire Marshal for Alameda County Fire Department, notified the City's Emergency Preparedness Coordinator in Human Resources that Novartis was interested in donating a container of emergency supplies to the City because Novartis was moving sometime in 2020. Human Resources staff subsequently reached out to Novartis' Associate Director of Facilities regarding this donation. At that time, Novartis staff indicated that the company would not be moving until the middle of 2020 so Novartis staff would reconnect with the City when they received final approval for the donation and their move was more imminent.

On October 22, 2020, the City was contacted by Novartis and advised that the container had been inventoried and was now ready to be donated. The contents of the container include the following supplies: storage racks filled with pop up canopies, emergency first aid supplies, blankets, water, tools, caution tape, stretchers, body bags, tags, respirator/face shields, gloves, Tyvek suits, bullhorns, toilet paper, paper towels, lights sticks, chairs and a standing heat lamp.

The acceptance of any donation to the City valued at over \$250 must be approved by resolution of the City Council. The donated items are valued at \$8,500.

## **DISCUSSION**

The emergency supplies being donated will be very useful to the City. The container which is wired for electricity can be utilized either to store the donated supplies, or it can be used as a permanent replacement for a container that the City is currently renting. The emergency supplies may be used in the City's Emergency Operations Center or out in the field during an emergency response. Novartis would like the City to take possession of the emergency supplies by December 31, 2020.

## **FISCAL IMPACT**

The donation of the container and emergency supplies will supplement the City's cache of emergency supplies that the City purchases on an ongoing basis to be ready to respond to an emergency or a disaster.

## **STAFF COMMUNICATION WITH THE PUBLIC**

None

## **CONCLUSION**

Staff recommends the City Council adopt the attached resolution accepting the donation of a container emergency supplies from Novartis.

**PREPARED BY:** Lori Elefant, Management Analyst, Human Resources

**REVIEWED BY:** Trish Raver, Human Resources Director

## **APPROVED AND FORWARDED TO THE CITY COUNCIL OF THE CITY OF EMERYVILLE**



---

Christine Daniel, City Manager

## **ATTACHMENTS**

- Draft Resolution
- Exhibit A: Itemization of Donated Emergency Supplies