



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 5/16/2017

Agenda Placement: 6A

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Mary Butler - Chief Probation Officer  
Probation

**REPORT BY:** Ferlyn Buenafe, Staff Services Manager - 707.253.4126

**SUBJECT:** Agreement with Redwood Toxicology Laboratory

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### **RECOMMENDATION**

Chief Probation Officer requests approval of and authorization for the Chair to sign a new agreement with Redwood Toxicology Laboratory, Inc. for a maximum of \$50,000 for the term April 1, 2017 through June 30, 2017 with a one-year automatic renewal to provide drug testing services for adult and juvenile probationers.

### **EXECUTIVE SUMMARY**

Redwood Toxicology Laboratory currently performs urine and saliva drug screen tests for adult and juvenile probationers at the request of the Probation Officer. Drug screenings are often included in the probation terms and conditions ordered by the Courts.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Probation
Is it Mandatory or Discretionary?	Mandatory
Is the general fund affected?	Yes
Future fiscal impact:	Funds will be budgeted accordingly in the succeeding fiscal year.
Consequences if not approved:	If this agreement is not approved, Probation Officers will not be able to test

probationers and it will make it difficult to hold probationers accountable to the terms and conditions of their probation orders.

Additional Information:

### **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.

### **BACKGROUND AND DISCUSSION**

The Probation Department has had an agreement with Redwood Toxicology Laboratory since FY 2003-2004 for urine and saliva testing to determine the presence of amphetamines, opiates, barbiturates, cocaine, benzodiazepines, creatinine, alcohol and THC. Redwood Toxicology also tests for substances in addition to the routine panel at the request of the Probation Officer with results provided within 48 hours. The vendor provides all supplies including forms, labels, bottles and security seals. Testing assists the Probation Officers enforce the terms and conditions of each probation order. The Department conducts approximately 1,200 adult tests and 600 juvenile tests on an annual basis.

The department requests for the Agreement retroactive to April 1, 2017 to cover expenses above the current contract maximum amount. Contract negotiations began in March and has continued through May. This Agreement includes updated general terms, an automatic one-year renewal at the end of the end of the current fiscal year, and an increase in the contract maximum amount from \$33,000 to \$50,000 for additional tests performed and associated supplies. There has been an increase in the number of drug tests performed in the Adult division. The Department anticipates a Request for Proposal process in FY 2018-2019 for drug testing services.

Redwood Toxicology is not a local vendor.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi