



Agenda Date: 1/24/2006
Agenda Placement: 6C

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Shelli Brobst for Randy Snowden - Director
Health & Human Services
REPORT BY: Shelli Brobst, Contracts Analyst, 253-4720
SUBJECT: Amendment No. 3 to Agreement 3724 with COPE Family Center, Inc.

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 3 to Agreement No. 3724 with COPE Family Center, Inc. decreasing the amount by \$14,982 for a new maximum of \$156,097 and revising the contractor's budget to reflect changes in program funding allocations.

EXECUTIVE SUMMARY

The COPE Family Center offers parenting classes, home visitor services, emergency assistance, child care services and referrals. This agreement funds those services. The amendment reflects a net decrease necessitated by changes in the funding for two component Programs of the allocation received by HHS from the Department of Social Services.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Social Services
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	An RFP conducted three years ago awarded COPE Family Center this contract which has been designed to help keep children safe from abuse and neglect and serve families who are experiencing a variety of difficulties. Funding of this contract comes from three allocations -- Child Abuse Intervention Prevention and Treatment (CAPIT), Promoting Safe and Stable Families (PSSF), and Community-Based Family Resources and Support (CBFRS).

Is the general fund affected?	No
Future fiscal impact:	Although the agreement terminates June 30, 2006, the agreement contains an automatic renewal, which allows the County the option to continue these services into the next fiscal year.
Consequences if not approved:	If the amendment is not approved, the contract maximum will be too high. Also, the County will be in violation of accreditation standards and best practice guidelines.
Additional Information:	None

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

An RFP conducted three years ago awarded COPE Family Center this contract designed to help keep children safe from abuse and neglect and serve families experiencing a variety of difficulties. Funding for this contract comes from three allocations from the State -- Child Abuse Intervention Prevention and Treatment (CAPIT), Promoting Safe and Stable Families (PSSF), and Community-based Family Resources and Support (CBFRS). Under this contract, COPE provides classes in parenting for parents of infants and toddlers, home visitor services, and emergency assistance/child care services for families receiving Family Reunification services from the County. COPE also coordinates referrals to at-risk families who call or come in to the Family Resource Center.

The requested amendment decreases the maximum dollar amount to reflect changes in the total allocation that HHSA received from the State Department of Social Services -- a reduction for the PSSF Program, and an increase in the CBFRS Program. The Department has an executed Business Associate agreement with this provider on file.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita