



Agenda Date: 1/29/2008
Agenda Placement: 6C

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Shelli Brobst for Randolph F. Snowden - Director
Health & Human Services
REPORT BY: Shelli Brobst, Contracts Analyst - 253-4720
SUBJECT: Agreements regarding the Safe and Drug Free Schools and Communities Grant

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chair to sign the following agreements, each with the term January 1, 2008 through August 31, 2008, with a provision for automatic annual renewal, for the Safe and Drug Free Schools and Communities Grant:

1. Agreement with Calistoga Family Center, Inc., for a maximum of \$74,752 to provide for the coordination of a Student Assistance Program including tracking of referrals, program promotions, service coordination, and parent support;
2. Agreement with St. Helena Unified School District for a maximum of \$73,426 to provide coordination of a Student Assistance Program including tracking of referrals, program promotions, service coordination, and parent support;
3. Agreement with Loyd Wolfe Juvenile Justice Network, Inc., for a maximum of \$64,125 to provide alcohol and drug screening, individual brief interventions and group prevention services for students engaged in high rates of alcohol or drug use; and
4. Agreement with Mark Duerr, doing business as Duerr Evaluation Resources, for a maximum of \$22,042 to provide program evaluation services for the Student Assistance Program.

EXECUTIVE SUMMARY

In October 2007, Napa County was awarded a federal Safe and Drug Free Schools and Communities grant to address high rates of alcohol and drug use among middle and high school students in St. Helena and Calistoga. Approval of the recommended action will allow HHSA to contract with local nonprofit agencies to provide student assistance and prevention services.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	Napa County was awarded a five-year Safe and Drug Free Schools and Communities Grant in the amount of \$1,101,144. If approved, today's recommended agreements will be funded by the first year's award of \$238,693. The County has received a letter awarding the Grant funds, effective October 1, 2007. However, the specific amount approved for Fiscal Year 2007-2008 was only recently approved. In the interest of commencing services as soon as possible, HHSa wishes to authorize services to begin effective January 2008. When the formal Notice of Grant Award is received, which is expected to be received very soon, HHSa will ask the Board to formally accept the Grant and approve a Budget Transfer amending HHSa's budget to reflect the Grant funding.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Approval of the recommended agreements is discretionary in that there is no mandate to provide these services. However, these agreements are fully funded by the Safe and Drug Free Schools and Communities Grant. The funding is categorical; if it is not spent on these activities, the Grant would have to be declined.
Is the general fund affected?	No
Future fiscal impact:	Although the agreements terminate August 31, 2008, each of the agreements contains an automatic annual renewal clause, which allows the County to continue these services into the next year. Appropriations will be budgeted accordingly.
Consequences if not approved:	The County will be unable to provide the services required by the Grant and will have to decline the funding.
Additional Information:	While the formal Notice of Grant Award is still being processed, Health and Human Services is in receipt of a letter awarding Napa County the 2007-2012 Safe and Drug Free Schools and Communities Grant funds, available as of October 1, 2007. The specific budget amounts for these four agreements have been approved by the State Department of Alcohol and Drug Programs budget analyst. This is a Federal grant and funding will not be affected by the State's budget crisis.

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

In October 2007, Napa County was awarded a five-year Federal Safe and Drug Free Schools and Communities

grant in the amount of \$1,101,144 to address high rates of alcohol and drug use among middle and high school students in St. Helena and Calistoga. The first year's award of \$238,693 will be used to fund the following agreements, and a \$1,998 agreement (which does not require Board approval) for a one-day contractor-provided staff training on student assistance programs. The Grant also provides funding for County membership in a national student assistance organization and for attendance by County staff at several Grant-related conferences.

Agreement with Calistoga Family Center:

Calistoga Family Center will provide coordination of a Student Assistance Program including tracking of referrals, program promotions, service coordination, and parent support.

St. Helena Unified School District:

St. Helena Unified School District will provide coordination of a Student Assistance Program including tracking of referrals, program promotions, service coordination, and parent support.

Agreement with Loyd Wolfe Juvenile Justice Network:

The Wolfe Center will provide alcohol and drug screening, individual brief interventions and group prevention services for students engaged in high rates of alcohol or drug use.

Agreement with Mark Duerr, dba Duerr Evaluation Resources:

Duerr Evaluation Resources will provide program evaluation services for the Student Assistance Program.

The Agency has executed Business Associate agreements on file with Calistoga Family Center, Mark Duerr, and Loyd Wolfe Juvenile Justice Network. The agreement with St. Helena Unified School District includes a Business Associate Agreement setting forth the Health Insurance Portability and Accountability Act of 1996 (HIPAA) regulations to which the contractor is subject. This latter agreement provides the County with assurances that the contractor will comply with any and all HIPAA requirements.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita