



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

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Shelli Brobst for Randolph F. Snowden - Director  
Health & Human Services  
**REPORT BY:** Shelli Brobst, Contracts Analyst - 253-4720  
**SUBJECT:** Adoption of a resolution regarding the Children's Program Revolving Fund

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### **RECOMMENDATION**

Director of Health and Human Services requests adoption of resolution amending Resolution No. 02-182 regarding the use of the revolving fund for Children's program expenditures, adding Mental Health program expenditures to the list of eligible expenditures, and increasing the amount of the fund by \$4,000 for a new maximum of \$6,000.

### **EXECUTIVE SUMMARY**

Adoption of the resolution will authorize the Auditor-Controller's Office to increase the revolving fund currently used by Health and Human Services Agency's (HHSA) Children's programs from \$2,000 to \$6,000, and enable the use of the increased revolving fund also in support of the urgent needs of HHSA's Mental Health Division's clients and client families.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Mental Health and Social Services
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Approval of the requested action is discretionary in that there is no mandate to have this specific revolving fund account. However, HHSA's Children's programs and Mental Health division receive funding and are obligated by contract with the State to provide necessary flexible funding to support clients and client families being served by the Agency. Approval of the requested

action will allow the Mental Health division to have access to the revolving fund to meet the urgent needs of mental health clients and client families. Reimbursement to the revolving fund for Mental Health division's utilization will be made through client support appropriations in the Mental Health budget.

Is the general fund affected?	Yes
Future fiscal impact:	Increasing the revolving fund account is a one-time expense. County General Funds appropriated in the Mental Health budget will be used to initially fund the increase in the revolving fund, and reimbursements to the fund will be made from the appropriate funding source(s) in the Mental Health budget. The use of the funds will be reviewed annually. Appropriations for client support expenditures will continue to be budgeted accordingly in future fiscal years.
Consequences if not approved:	If the revolving fund is not increased and its use not expanded to include Mental Health, the Mental Health division of HHSA will continue to have difficulty meeting the urgent needs of clients and may be at risk of non-compliance with its State agreement to provide wraparound services to mental health clients and client families.
Additional Information:	Wraparound services are intended to provide flexibility in meeting the needs of clients in order for them to meet their individualized goals toward wellness and recovery. Wraparound services and supports for clients may include items such as, but not limited to, food, clothing, housing, transportation, education, and vocational needs.

### **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 accordance with California Government Code Section 29320, the County Board of Supervisors created a \$2,000 revolving fund to allow Children's programs of the Health and Human Services Agency's (HHSA) Social Services division to make payments to meet the immediate needs of clients. Approval of the requested action will increase the fund to \$6,000, to also permit the use of the revolving fund by HHSA's Mental Health division. Both, the Mental Health and Social Services divisions of HHSA are obligated to provide necessary flexible funding to provide for urgent needs of clients and client families being served in the divisions' programs. The current \$2,000 revolving fund is not sufficient to meet the needs of both divisions. The increase of \$4,000 will enable the Mental Health Division to meet program requirements established by State law.

Adoption of the recommended resolution will permit a payment from the revolving fund for wraparound expenditures for Mental Health clients and client families, including but not limited to clients' urgent needs for food, clothing, housing, transportation, education, vocational needs, and/or utilities. Reimbursement to the revolving fund for Mental Health division's utilization will be made from client support appropriations in the Mental Health budget. Reimbursement for client expenses in Children's programs of HHSA's Social Services division are being made from the Family Preservation allocation, the SB 163 wraparound trust, or the Child Welfare allocation, depending on the source of the funding request.

**SUPPORTING DOCUMENTS**

A . Resolution

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita