



Agenda Date: 1/30/2007
Agenda Placement: 6A

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Carol Strobel for Gary Lieberstein - District Attorney
District Attorney
REPORT BY: Carol Strobel, Administrative Services Officer, 253-4215
SUBJECT: Amendment No. 1 to Agreement No. 6673 with Robert Jarecki

RECOMMENDATION

District Attorney requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 6673 with Robert Jarecki increasing the amount by \$11,000 for a new maximum of \$20,000 per year and amending the scope of work to include specialized investigations not requiring Peace Officer status.

EXECUTIVE SUMMARY

Approval of this agreement will allow Robert Jarecki to continue performing background investigations on prospective employees of the Child Support Services Department and the District Attorney's Office. The contractor will also provide specialized investigative services for the Consumer Fraud Division of the District Attorney's Office as requested by the Chief Investigator. This amendment increases the contract maximum by \$11,000 to a new total of \$20,000.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	District Attorney
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	This item is discretionary in that there is no mandate to provide background investigations. However, the District Attorney and Child Support Services (CSS) have implemented the practice of performing background investigations on prospective employees. CSS reimburses the District Attorney's Office for the cost of requested background

investigations. The Consumer Fraud Division of the District Attorney's office has requested additional specialized investigations to be conducted by Investigator Jarecki which will be funded by the Consumer Fraud Trust Account.

Is the general fund affected? Yes

Future fiscal impact: Appropriations will be budgeted accordingly.

Consequences if not approved: If this amendment is not approved, the District Attorney's Office will need to find an alternative contractor at a potentially higher cost.

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

Mr. Jarecki will continue conducting background investigations on prospective employees of the Child Support Services and District Attorney offices, as assigned by the Chief Investigator of the District Attorney's Office. These investigations may include, but are not limited to: employment history, criminal history, education, financial status, and personal background information such as references and neighbor relations.

Employees of the District Attorney's office and Child Support Services office deal with highly sensitive and confidential matters that often involve legal intricacies. Therefore, the standards set forth for potential employees are very stringent. Mr. Jarecki is qualified to perform these investigations having served as a captain in the Napa Police Department and a part-time District Attorney Investigator.

The scope of this agreement has been amended to include specialized investigations for the Consumer Fraud Division of the District Attorney's Office. The contract maximum has been increased by \$11,000 to a new maximum of \$20,000. Investigations performed for the Consumer Fraud Division will be fully funded by the Consumer Fraud Trust Fund.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Molly Rattigan