



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 1/7/2014

Agenda Placement: 7C

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Shelli Brobst for Alice Hughey - Acting Director
Health & Human Services

REPORT BY: Shelli Brobst, Contracts Analyst - 253-4720

SUBJECT: Amendment No. 3 to Agreement with Lilliput Children's Services, Inc.

RECOMMENDATION

Acting Director of Health and Human Services requests approval of and authorization for the Chairman to sign Amendment No. 3 to Agreement No. 6977 with Lilliput Children's Services, Inc., incorporating an addendum to the Compensation section to adjust the contractor's operating budget for the administration and coordination of the County's Kinship Support Services Program (KSSP), with no increase to the contract maximum amount.

EXECUTIVE SUMMARY

Under the existing agreement, Lilliput Children's Services, Inc. serves as project manager of the County's Kinship Support Services Program (KSSP), which provides support services to relative and non-relative extended family member caregivers of children who would otherwise enter foster homes or are at risk of dependency or delinquency services. Approval of the requested action will adjust the contractor's operating budget for Fiscal Year 2013-2014, and each subsequent automatic renewal, with no increase to the contract maximum amount.

Lilliput Children's Services, Inc. is a local vendor.

FISCAL IMPACT

Is there a Fiscal Impact? No

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 Kinship Support Services Program (KSSP) was authorized by California Assembly Bill (AB) 1193 (Chapter 794, Statutes of 1997) and set forth in Welfare and Institutions Code (W&I) Section 16605. Under this program, the State provides funds for the start up and expansion of county Family Support programs, which provide community-based family support services to relative and non-relative extended family member (NREFM) caregivers for children who would otherwise enter foster homes or are at risk of dependency or delinquency services and to caregivers who have become the legal guardians or adoptive parents of formerly dependent children.

Under its current agreement, Lilliput administers the County's Kinship Support Services Program by:

- serving as the project manager of Napa County's KSSP;
- providing technical assistance to the five Family Resource Centers (FRCs) in Napa County, spanning American Canyon to Calistoga;
- ensuring consistency in services provided across the five FRCs in Napa County, including Assessment, Social Services Referral and Intervention, Transportation, Outreach and Evaluation;
- administering KSSP flexible funding (funding for a wide variety of resources to support caregivers);
- assisting in training the five FRCs in cultural diversity/competency, substance abuse, child abuse reporting, domestic violence, and facilitating support groups;
- assisting in recruiting relative and non-relative extended family member caregivers to the extent possible as volunteers and employees of the program; and
- gathering required statistical data and preparing and submitting reports to the County's Health and Human Services Agency for submission to the State in accordance with guidelines established by the California Department of Social Services (CDSS) KSSP program.

Approval of the recommended amendment will revise the contractor's operating budget categories by shifting staffing costs to family emergencies and support. There is no change to the current contract maximum.

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SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Karen Collins