NAPA COUNTY BOARD OF SUPERVISORS
Board Agenda Letter

TO:	Board of Supervisors
FROM:	Ben Wilson - Chief Information Officer Information Technology Services
REPORT BY:	Gail Vandeburgt, Staff Services Analyst I, 707-259-8666
SUBJECT:	OnSite Training Agreement with IS Inc. dba Innovative Solutions

RECOMMENDATION

Chief Information Officer requests approval of and authorization for the Chair to sign an agreement with IS Inc. dba Innovative Solutions, for a maximum of $6,370 for the term October 17, 2006 through June 30, 2007 for software training.

EXECUTIVE SUMMARY

The proposed agreement is for IS Inc. dba Innovative Solutions to conduct software training at a County facility for County employees.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Information Technology Services
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The software training will enable Napa County employees to improve necessary job skills. Additionally, on site training in this case is considerably less costly than sending employees off site.
Is the general fund affected?	No
Future fiscal impact:	None.
Consequences if not approved:	If the agreement is not approved, employee job skill improvement in this area will not occur or will need to be secured elsewhere. As a result, necessary

professional competencies may not be achieved.

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

The proposed agreement with IS Inc. doing business as Innovative Solutions will provide employees with a two day software training course entitled:

• Microsoft Course 2071 – Querying SQL Server 2000

SQL stands for Structured Query Language. It is the language that is used to query databases and is essential for interacting with data stored in an SQL Server. This training is needed to increase County employees' technical job skills; it is a key skill for data analysis, web development and GIS.

IS Inc. will provide a Microsoft Certified trainer to teach the course on site to approximately 12 students. Conducting the training on site was preferable to the more costly off site option.

IS Inc. was chosen as the preferred training company because of their expertise in the field and because of their successful training history with the County. IS Inc. provides in depth, hands-on training on a wide variety of topics. Their depth of skill is evidenced by their unique status as a Microsoft Gold Managed Partner and a Novell Gold Partner. The County has used IS Inc. numerous times since 2000 for individual training classes.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Karen Gratton