



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 10/7/2014

Agenda Placement: 6E

## NAPA COUNTY BOARD OF SUPERVISORS

### Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Shelli Brobst for HOWARD HIMES - Director  
Health & Human Services Operations

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

**SUBJECT:** Agreement with James Featherstone

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#### **RECOMMENDATION**

Director of Health and Human Services requests approval of and authorization for the Chairman to sign an agreement with James Featherstone for a maximum of \$15,000 for the term October 7, 2014 through June 30, 2015, with a provision for annual renewal, to provide consultation in connection with programs operated or administered by the Health and Human Services Agency.

#### **EXECUTIVE SUMMARY**

Approval of the recommended action will enable James Featherstone to provide consulting services to the Napa County Health and Human Services Agency in connection with programs operated or administered by the agency. Mr. Featherstone has expertise regarding policy and management, including extensive experience and knowledge of agency practices and programs.

#### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Health & Human Services Administration
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	This contract is discretionary in that the position is not required by any statute. This contract amendment will allow for the continued transition of

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	programs that affect low-income populations.
Is the general fund affected?	No
Future fiscal impact:	This contract is in the Health & Human Services Administration Fiscal Year 2014-2015 budget and will be included in future fiscal year appropriations.
Consequences if not approved:	HHSA management will not be able to utilize the contractor's knowledge of programs serving low-income populations to assist with program development and improvement.
Additional Information:	

**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**

James Featherstone was employed by Napa County in its health and human services programs for over thirty years, most recently as the Assistant Director of the Health and Human Services Agency (HHSA). In that time, he accumulated extensive knowledge and expertise regarding a range of management, policy, administrative and program matters.

The purpose of the renewal of this agreement is to make his knowledge and expertise available as HHSA plans and implements programs for County residents and to assure ongoing access to his knowledge and expertise with respect to such matters as may from time-to-time be mutually agreed.

Mr. Featherstone is a local vendor.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Karen Collins