



Agenda Date: 11/22/2005
Agenda Placement: 6G

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Shelli Brobst for Randolph F. Snowden - Director
Health & Human Services
REPORT BY: Shelli Brobst, Contracts Analyst, 253-4720
SUBJECT: Actions relating to the Citizen Review Panel

RECOMMENDATION

Director of Health and Human Services requests approval of the following actions relating to the County's Citizen Review Panel and its review of the implementation of the Fiscal Year 2005-2006 work plan for the prevention and treatment of child abuse and neglect:

1. Authorization for the Chair to sign an agreement with Allen, Shea & Associates for a maximum of \$12,500 for the term November 22, 2005 through September 30, 2006 to provide consultation services to the Citizen Review Panel; and
2. Budget Transfer No. 23 increasing appropriations by \$25,000 in the Social Services Budget with offsetting revenue from the Citizen Review Panel allocation from the State to fund the contract and other expenditures. (4/5 vote required)

EXECUTIVE SUMMARY

The Citizen Review Panel (CRP) is composed of volunteers who are representative of the community and includes individuals with expertise in the prevention and treatment of child abuse and neglect. The CRP is required to review the compliance of local child protective agencies in the discharge of their responsibilities. Allen, Shea & Associates will provide consultation to the CRP on the submission and implementation of the Fiscal Year 2005-2006 work plan according to the County System Improvement Plan. Outcomes from the work plan will be submitted to the Office of Child Abuse Prevention.

FISCAL IMPACT

Is there a Fiscal Impact? Yes
Is it currently budgeted? No

What is the revenue source?	Fiscal Year 2005-2006 Citizen Review Panel Allocation from the State
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Without the technical expertise provided by Allen, Shea & Associates, the Citizen Review Panel will not be able to analyze findings accurately and make appropriate recommendations. Furthermore, funds will not be fully expended as allocated, which may have a negative impact on how the State views our agency's funding needs.
Is the general fund affected?	No
Future fiscal impact:	The agreement terminates September 30, 2006.
Consequences if not approved:	See above.
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

Napa County operates a Citizen Review Panel (CRP) under the direction of the Office of Child Abuse Prevention (OCAP) of the California Department of Social Services. The CRP is tasked with oversight functions related to the Child Welfare Services unit of the Health & Human Services Agency. The CRP is composed of volunteer members broadly representative of the community and includes members who have expertise in the prevention and treatment of child abuse. In its agreement with the State, the CRP is responsible for the implementation of an approved work plan for federal Fiscal Year 2005-2006. The CRP is required to review the compliance of HHSA's Child Welfare Services unit in the discharge of its responsibilities with respect to the State Child Abuse and Prevention Treatment Act (CAPTA) Plan, the coordination with Title IV-E foster care and adoption programs, review of child fatalities and near fatalities, and other criteria the panel considers important.

This agreement with Allen, Shea & Associates will support the work of the panel in studying child welfare. The agreement will allow the panel to receive compiled data that will enable the panel to analyze various child welfare findings and make recommendations for modifications, if appropriate.

Allen, Shea & Associates is not a health care provider for purposes of HIPAA. This position was taken because there is no use or disclosure of protected health information by or to the vendor under this agreement. Therefore, a Business Associate agreement is not required.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita