



Agenda Date: 11/7/2006  
Agenda Placement: 6C

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Shelli Brobst for Randy Snowden - Director  
Health & Human Services  
**REPORT BY:** Shelli Brobst, Contracts Analyst, 253-4720  
**SUBJECT:** Tobacco Master Settlement Agreement Funding Awards for Fiscal Year 2006-2007

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### **RECOMMENDATION**

Director of Health and Human Services requests approval of and authorization for the Chair to sign the following agreements totalling \$797,649 utilizing Tobacco Master Settlement Agreement (MSA) funds to provide for physical health, mental health, and alcohol and drug inpatient and outpatient services including prevention, education, and smoking cessation programs:

1. Agreements, each for the term October 1, 2006 through March 31, 2008:
  - a. Agreement with Project Ninety, Inc., for a maximum of \$100,000;
  - b. Agreement with On The Move, Inc., for a maximum of \$60,000;
  - c. Agreement with Family Services of the North Bay, Inc., for a maximum of \$55,750;
  - d. Agreement with Family Services of the North Bay, Inc., for a maximum of \$40,420;
  - e. Agreement with Community Action of Napa Valley, Inc., for a maximum of \$180,000;
  - f. Agreement with Spirit of Unity in Napa, Inc., for a maximum of \$68,800;
  - g. Agreement with Calistoga Family Center, Inc., for a maximum of \$20,000;
  - h. Agreement with Cope Family Center, Inc., for a maximum of \$50,000;
  - i. Agreement with Big Brothers and Big Sisters of Napa and Marin Counties, Inc., for a maximum of \$32,679; and
  - j. Agreement with Community Health Clinic Ole, Inc., dba Sister Ann Community Dental Clinic, for a maximum of \$80,000;
2. Agreement with the Children's Health Initiative, Inc., for a maximum of \$100,000 for the term July 1, 2006 through June 30, 2007; and
3. Agreement with New Level Group, LLC, for a maximum of \$10,000 for the term November 7, 2006 through May 31, 2007 to provide program sustainability trainings to the grant award recipients.

### **EXECUTIVE SUMMARY**

On October 3, 2006, the Board authorized the award of grants to the ten successful applicants for Tobacco Master Settlement Agreement funding. Approval of the requested action will effect contracts with the ten local non-profit

agencies, per prior Board approvals for the award of MSA grant funds for Fiscal Year 2006-2007, and additionally, an agreement with the New Level Group to provide training to the non-profit agencies on program sustainability.

### **FISCAL IMPACT**

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|-----------------------------------|--|
| Is there a Fiscal Impact?         | Yes  |
| Is it currently budgeted?         | Yes  |
| Where is it budgeted?             | Health & Human Services  |
| Is it Mandatory or Discretionary? | Discretionary  |
| Discretionary Justification:      | <p>The requested action is discretionary in that there is no mandate to distribute Master Settlement Agreement funds for specific purposes or to specific entities. In June 2001, the Board adopted a plan to distribute through a community grant process \$750,000 per year from funds deposited in the Tobacco Settlement Trust Account. The Board further determined that if the annual interest generated by the trust account came to exceed \$750,000, the entire amount of interest earned in that year would be distributed.</p> <p>In 2005, the Board increased the annual Master Settlement Agreement allocation from \$750,000 to \$800,000. The Board's action then also allocated \$100,000 per year for three years to the Children's Health Initiative (CHI). The same action left \$700,000 to be awarded in Fiscal 2006-2007 to other grantees. Today's requested action recommends a total award of \$797,649 to 12 grantees (including CHI and the New Level Group) for Fiscal Year 2006-2007.</p> |
| Is the general fund affected?     | No   |
| Future fiscal impact:             | <p>The agreement with Children's Health Initiative terminates June 30, 2007. The agreement with New Level Group terminates May 31, 2007. The agreements with Cope Family Center, Project Ninety, On The Move, Family Services of the North Bay, Community Action of Napa Valley, Calistoga Family Center, Big Brothers and Big Sisters of Napa and Marin Counties, and Community Health Clinic Ole, dba Sister Ann Dental, terminate March 31, 2008.</p>   |
| Consequences if not approved:     | If these agreements are not approved, the Board will need to determine alternative grant recipients, or Master Settlement Agreement funds will not be distributed in Fiscal Year 2006-2007.  |
| 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**

In 2005, the Board had approved allocating \$100,000 in MSA funding each year for three years to the Children's Health Initiative (CHI). An additional \$700,000 was approved for awards in the 2006-2007 grant cycle.

On June 6, 2006, the Board adopted funding guidelines and a procedure for the distribution of Tobacco Master Settlement Agreement (MSA) grant funds for the 2006-2007 Fiscal Year. The procedure adopted by the Board calls for \$10,000 of the available funding to be used to engage a consultant to assist grant recipients in developing sustainability plans for the services to be funded through these grants. All funds are budgeted in the Health and Human Services Agency (HHS).

For the 2006-2007 grant cycle, HHS received seventeen applications from sixteen different agencies for MSA grant funding. Those seventeen applications sought a total of \$1,268,120 in grant awards. A Grant Application Review Committee made up of community and County of Napa representatives met and reviewed the applications based on the guidelines adopted by the Board. The Grant Application Review Committee recommended awarding funding totaling \$687,649 to ten of the seventeen applications submitted. The applications that were awarded funding are shown in Attachment A.

At its October 3, 2006 meeting, the Napa County Board of Supervisors voted to accept the Grant Application Review Committee's recommendations and authorized staff to return to the Board with contracts for the ten awardees and a contract to engage a consultant to assist grant recipients to develop sustainability plans. The requested action includes approval for an agreement with the New Level Group for \$10,000. The Group is a local consulting firm which provides business development services to for-profit and non-profit agencies. The firm has developed a series of seminars focusing on strategies to help non-profits become more sustainable.

No HIPAA Business Associate Agreements are required in connection with these agreements. While the parties to these agreements may individually be subject to HIPAA, neither party is performing a service for or on behalf of the other party that involves the use or disclosure of protected health information. Therefore, no business associate relationship between the parties, as defined by HIPAA, exists nor is required.

**SUPPORTING DOCUMENTS**

A . Grant Funding Awards

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita