



Agenda Date: 12/18/2007
Agenda Placement: 6D

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: Amendments to Agreements with Duerr Evaluation Resources, Boys and Girls Club and Cope Family Center

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chair to sign the following in relation to the Safe and Drug Free Schools and Communities Grant:

1. Amendment No. 1 to Agreement No. 6245 with Mark Duerr, dba Duerr Evaluation Resources, decreasing the amount by \$9,105 for a new maximum of \$9,105, revising the Scope of Work to reduce the level of services, revising the budget for Program Year 2007-2008 and subsequent years, and incorporating compliance with HIPAA requirements within the contractor's agreement;
2. Amendment No. 1 to Agreement No. 6254 with the Boys and Girls Club of Napa Valley, Inc. decreasing the amount by \$33,275 for a new maximum of \$33,272, revising the Scope of Work to reduce the level of services, and revising the budget for Program Year 2007-2008 and subsequent years; and
3. Amendment No. 1 to Agreement No. 6255 with Cope Family Center, Inc. decreasing the amount by \$57,385 for a new maximum of \$57,388, revising the Scope of Work to reduce the level of services, revising the budget for Program Year 2007-2008 and subsequent years, and incorporating compliance with HIPAA requirements within the contractor's agreement.

EXECUTIVE SUMMARY

Napa County received a grant from the State Department of Alcohol and Drug Programs to provide youth skills training and environmental prevention services under the Safe and Drug Free Schools and Communities Grant. The original grant, accepted by the Board October 14, 2003, covered the period September 2003 through August 2006. In August 2006, the grant was extended for two years, and on August 22, 2006, the Board approved three subcontract agreements (Duerr, Boys and Girls Club, and Cope Family Center) for Fiscal Year 2006-2007. The proposed amendments will reduce the contract maximums of each agreement to match the lower grant amounts that HHS received for Program Year 2007-2008, which ends August 31, 2008. The requested amendments with Duerr Evaluation Resources and Cope Family Center will also incorporate compliance with HIPAA requirements in the contractor's agreements; the Boys and Girls Club agreement does not require a

Business Associate agreement.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Substance Abuse Services
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Approval of the recommended actions is discretionary in that there is no mandate to provide these services. However, these contracts are fully funded by federal categorical alcohol and drug funds received by Napa County from the State Department of Alcohol and Drug Programs for the Safe and Drug Free Schools and Communities Grant. By accepting the grant, the County is obligated to provide the services. Neither the original agreements nor these amendments has a General Fund impact.
Is the general fund affected?	No
Future fiscal impact:	Although the agreements terminate August 31, 2008, they contain an automatic annual renewal provision, which allows the County the option to continue these services in the following fiscal year, if additional funding is provided.
Consequences if not approved:	If these agreements are not approved, the County will be unable to provide the Safe and Drug Free Schools and Communities prevention services and will be unable to claim the grant award.
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

Napa County received a grant from the State Department of Alcohol and Drug Programs to provide youth skills training and environmental prevention services under the Safe and Drug Free Schools and Communities Grant. The original grant, accepted by the Board October 14, 2003, covered the period September 2003 through August 2006. In August 2006, Napa County was awarded two additional years of Safe and Drug Free Schools and Communities Grant renewal funding. On August 22, 2006, the Board renewed the three existing subcontractor agreements (Duerr, Boys and Girls Club, and Cope Family Center) for Fiscal Year 2006-2007. However, funding for Fiscal Year 2007-2008 is only 50% of the requested amount. The proposed amendments will reduce the contract maximums of each agreement to match the lower grant amounts that HHS received for Program Year 2007-2008, which ends August 31, 2008. It should be noted that all counties receiving these funds experienced a 50%

reduction in funding for 2007-2008.

Duerr Evaluation Resources:

Under the current agreement, this contractor conducts program evaluation services, including data analysis and reporting, for the Safe and Drug Free Schools and Communities grant that Napa County received from the State Department of Alcohol and Drug Programs.

Staff requests the agreement with Duerr Evaluation Resources be amended to focus the scope of services and deliverables based on available funding. The budget is being amended to reflect the funding reduction. The Scope of Work has been modified to eliminate the requirement for the contractor to present data to community groups and key stakeholders. In addition, the reduction in services that will occur due to reduced funding will result in a smaller evaluation budget.

Boys and Girls Club of Napa Valley, Inc.:

Under the current agreement, this contractor facilitates skill development groups using SMART Moves program for youth ages 9-14. Participants are also involved in a youth club focused on developing and implementing environmental prevention projects. The SMART Moves program involves an eight-week session curriculum that covers a range of life skill development areas such as communication skills, decision making, conflict management, and drug and alcohol avoidance. Upon completion of the curriculum, participants "graduate" into Friday Night Live Kids/Club Live, a service club for elementary and middle school youth. Through their participation in Friday Night Live Kids/Club Live, youth are involved in community service projects that address alcohol and tobacco issues that are of concern to youth such as binge drinking, youth access to alcohol and tobacco, and media.

Staff requests the agreement with the Boys and Girls Club of Napa Valley, Inc. be amended to focus the scope of services and deliverables based on available funding while continuing to provide services to the same number of youth as in past years (100-150 annually). The budget is being amended to reflect the funding reduction. The agreement for Federal Fiscal Year 2007-2008 also includes a referral agreement with the City of Napa Youth Diversion Program to allow eligible youth and families who have been identified through the Diversion system to be served through HHSA's TRIBE program (a life skills development and environmental prevention program for youth 9-14).

Cope Family Center, Inc.:

Under the current agreement, this contractor provides home visitation and parent education services to families of youth ages 9-14. The home visitation component is provided in English and Spanish and involves a home visitor assisting families in accessing resources and developing parenting skills in order to improve family functioning. The parent education component involves the delivery of a six-week parent education curriculum (Spanish and English) that assists families in developing communication skills, builds family cohesion and assists parents in guiding their children through the challenges of adolescence. The program targets families of youth in prevention programs and families who are receiving mental health services and/or substance abuse treatment who also have children between the ages of nine and fourteen.

Staff requests the agreement with the Cope Family Center, Inc. be amended to focus the scope of services and deliverables based on available funding. The budget is being amended to reflect the funding reduction. The number of families to be served through home visitation will be reduced from 40-80 families per year to 20-40 families per year. The number of parent skills training classes will be reduced from six classes per year to two classes per year. The agreement for Federal Fiscal Year 2007-2008 also includes a referral agreement with the City of Napa Youth Diversion Program to allow for eligible youth and families who have been identified through the Diversion system to be served through the TRIBE program.

Boys and Girls Club of Napa Valley 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. The amendments to the Agreements with Duerr and Cope incorporate HIPAA compliance requirements into the contractors' agreements.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita