



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 12/20/2016

Agenda Placement: 6H

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: JoAnn Melgar for Howard Himes - Director
Health & Human Services Administration

REPORT BY: Shelli Brobst, Employee Support and Development/Contracts Manager - 253-4720

SUBJECT: Agreement with Maria Alvarez, Ph.D. (Psychological Evaluations)

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chairman to sign Agreement No. 170618B-17 with Maria Alvarez, Ph.D., for a maximum of \$8,000 for the term August 20, 2016 through June 30, 2017, with a provision for annual renewal, to provide psychological evaluation services to clients in the Child Welfare Services Program.

EXECUTIVE SUMMARY

Dr. Alvarez provides psychological assessments and court testimony regarding Child Welfare Services clients and assessments of minors referred by the Child Welfare Services staff. Health and Human Services Agency was previously under contract with this vendor. Per the County's purchasing policy, service contracts exceeding three years in length must be approved by the Board of Supervisors.

Dr. Alvarez is not a local vendor.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Health & Human Services Child Welfare Services
Is it Mandatory or Discretionary?	Discretionary

Discretionary Justification:	This action is discretionary in that there is no mandate to use this provider. Approval of this action will enable HHS to pay the contractor's fees related to psychological evaluations, which are necessary in providing appropriate Child Welfare Services.
Is the general fund affected?	No
Future fiscal impact:	This contract is set to automatically renew, appropriations will be budgeted accordingly.
Consequences if not approved:	If this agreement is not approved, the County will be unable to provide psychological assessments and court testimony regarding Child Welfare Services clients and assessments of minors referred by the Child Welfare Services staff
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

Dr. Alvarez provides psychological assessments and court testimony regarding Child Welfare Services clients and assessments of minors referred by the Child Welfare Services staff. The assessments are necessary to have accurate information with which to make child safety decisions.

Health and Human Services Agency originally contracted with Dr. Alvarez in March, 2010. At that time, staff did not include the three year automatic renewal limit in our agreements. Staff is requesting permission to backdate this agreement to August 2016 to add the three year extension language and to encapsulate services delivered by the vendor. Per the County's purchasing policy, service contracts exceeding three years in length must be approved by the Board of Supervisors.

Dr. Alvarez is not a local vendor.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Bret Prebula