



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 2/11/2020

Agenda Placement: 6D

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Shelli Brobst for Jennifer Yasumoto - Director
Health & Human Services Administration

REPORT BY: Shelli Brobst, Contracts Manager - 253-4720

SUBJECT: Amendment to Agreement with LexisNexis Risk & Information Analytics Group, Inc.

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment 1 to Agreement No. 170386B with LexisNexis Risk & Information Analytics Group, Inc. (LexisNexis), increasing the amount by \$2,225 for a new maximum of \$3,000 for the term February 1, 2020 through December 31, 2020, updating the fees to permit access to LexisNexis' Accurint software for use in searches for information regarding conservatees, decedents, communicable disease cases, and vulnerable residents on power-dependent medical equipment who are placed at risk during prolonged power outages.

EXECUTIVE SUMMARY

LexisNexis' Accurint software provides information to the Agency's Public Administrator/Public Guardian/Public Conservator (PA/PG/PC) staff regarding conservatees and decedents. In December 2019, LexisNexis notified HHSA that LexisNexis' fees have changed. Approval of the recommended agreement will update fees in Schedule A and adds access for Public Health staff to seek information regarding communicable disease cases and vulnerable residents on power-dependent medical equipment who are placed at risk during prolonged power outages.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Public Administration-Guardian and Public Health

Health & Human Services Public Health

Is it Mandatory or Discretionary?

Discretionary

Discretionary Justification:

Approval of the recommended agreement is discretionary in that there is no mandate to provide these services. Approval of the agreement will allow LexisNexis (Accurint) to provide the Public Administrator/Guardian/Conservator and Public Health with access to a proprietary internet search engine, a more efficient way of obtaining information regarding conservatees, decedents, communicable disease cases, and clients on power-dependent durable medical equipment.

Is the general fund affected?

Yes

Future fiscal impact:

The agreement will terminate on December 31, 2020.

Consequences if not approved:

The inefficiency of attempting to find information (regarding conservatees and decedents in order to notify them of death and/or decedent's estate/conservatorship proceedings or communicable disease cases) through all of the various online websites is quite time consuming. The majority of the websites also charge fees prior to being able to advance to the next step in the search. During a PSPS, the current method of finding phone numbers using law enforcement has been staff intensive and inefficient. LexisNexis is a legal research company with access to the personal information needed. If the recommended agreement is not approved, the Public Administrator/Guardian/Conservator and Public Health will not have access to a more efficient work tool for obtaining information required to carry out their responsibilities.

County Strategic Plan pillar addressed: Effective and Open Government

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

The PA/PG/PC office needs an efficient, inexpensive means of obtaining information regarding conservatees and decedents. One of the more popular search engine products utilized by PA/PG/PC offices and law enforcement is "Accurint," a division of the widely respected LexisNexis legal research company. Information available through Accurint includes phone numbers, addresses, professional licensing, assets, relatives to the third degree, death records, and other databases that will provide necessary client information.

The PA/PG/PC's office currently receives, on average, 5 cases a month Public Administrator that require research regarding next of kin that have not been completed due to lack of affordable/efficient resources. While information is available on the Internet, searching for information in this manner is inefficient and the majority of websites charge search fees. The PA/PG/PC's office believes that the most cost effective way to proceed is to continue to

subscribe to Accurint's program. The program costs a minimum of \$50 per month; if more than \$50 worth of searches is conducted in a month, a fee is then paid per transaction depending on the database searched. One of the valuable services offered (and which can be charged against the base monthly fee) is the "Comprehensive Report" which costs \$6 and has an incredible amount of information included (Phones, Bankruptcy, Liens/Judgements, UCC Filings, Driver's Licenses, Relatives, Criminal Records, etc.). A basic search for only a person's relatives is charged at \$1.00. A reference name or number can be attached to each search so that the costs can be associated with specific cases and potentially be recovered in conservatorship cases.

Public Health also needs an efficient means of obtaining phone number information of communicable disease cases and residents on power-dependent medical equipment during prolonged power outages as a result of public safety power shutoffs (PSPS) or natural disasters. During PSPS, lists of persons on power-dependent durable medical equipment are obtained from the federal Health and Human Services emPOWER program, which is a database from Centers of Medicaid and Medicare Services containing a list of client addresses that are not linked to personal phone numbers. PH has relied on law enforcement to identify phone numbers using background checks. Phone numbers identified using Accurint's services will be more cost effective and less staff intensive.

There is a contract maximum of \$3,000.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Ben Guerrieri