



Agenda Date: 2/26/2008
Agenda Placement: 7E

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: Amendment No. 4 to Agreement No. 2731 with Cope Family Center, Inc.

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 4 to Agreement No. 2731 with Cope Family Center, Inc. increasing the amount by \$8,000 for a new maximum of \$30,000, revising the budget to fund an increase in the Child Abuse Prevention Council director's hours for Fiscal Year 2007-2008 and revising the Scope of Work for the contractor to establish a speakers bureau to help develop a standardized curriculum for Mandated Reporter Training.

EXECUTIVE SUMMARY

The current agreement with Cope Family Center, Inc. funds a portion of the remuneration for the Child Abuse Prevention Council (CAPC) director. Approval of the requested amendment will revise the Scope of Work to enable the contractor to establish a speakers bureau and work with the County's Child Welfare Services staff to develop a standardized training curriculum for mandated reporters. In addition, approval will temporarily increase the contract's maximum amount to enable the contractor to compensate the CAPC director for the additional hours spent on the additions to the Scope of Work.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Social Services
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The services being provided under this agreement are mandatory; however, the choice of contractor and level of funding is discretionary. The services

are funded by the Children's Trust Fund. Children's Trust Fund revenues are generated from birth certificate fees and donations specifically earmarked for the Children's Trust Fund and received together with individuals' property tax payments. Approval of the requested action will enable the Agency to compensate the contractor for the additional hours to be spent by the Child Abuse Prevention Council director in developing a speakers bureau.

Is the general fund affected? No

Future fiscal impact: Since the increase in the requested amendment (to pay a bigger share of the Child Abuse Prevention Council director's salary and benefits) is temporary, the Agency will be requesting an amendment to this agreement for next Fiscal Year, to decrease the amount to be paid to the contractor for the salary and benefits of the Child Abuse Prevention Council director.

Consequences if not approved: The agreement with Cope Family Center is discretionary. However, if the requested amendment is not approved, the County will risk being in violation of a State mandate concerning the Child Abuse Prevention Council as stipulated in the California Welfare and Institutions Code Sections 18965-18971 and 18982-18983, and corresponding revenue will not be drawn down from the Children's Trust Fund.

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 Child Abuse Prevention Council (CAPC), through the Cope Family Center, Inc., (Cope) has operated in Napa County for more than 20 years. Cope is the umbrella agency that houses CAPC, thereby giving the CAPC full non-profit status. The CAPC director reports directly to the director of Cope.

CAPC's primary function is to facilitate cooperative community-wide child protective efforts. CAPC has a steering committee with 12 members and a general council with 30 child welfare service agencies and community members. CAPC sets annual priorities based on current needs and trends identified by Napa County and the California State Office of Child Abuse Prevention. CAPC also pursues funding from other sources, including its own fundraising activities.

Approval of the requested amendment will revise the Scope of Work for Cope. Through the director of CAPC, Cope will work with Napa County Child Welfare Services (CWS) staff to establish a speakers bureau. The bureau will then develop a standardized training curriculum to be used to train groups of mandated reporters of child abuse in the community. Once the training curriculum has been developed, a speakers bureau member will likely partner with a representative from CWS to jointly provide the ongoing training.

The County's current agreement with Cope funds .23 FTE of the CAPC director's salary and benefits. Approval of the requested amendment with Cope will also revise the budget to reflect a temporary increase of \$8,000 in funding to cover .32 FTE of the CAPC director's position. This increase will cover activities associated with the

development of the speakers bureau.

By direction of the Board of Supervisors, the Mental Health Board is responsible for receiving and approving applications for the use of Children's Trust Fund monies on an annual basis. On September 10, 2007, the Mental Health Board reviewed and approved the use of the Children's Trust Fund for the requested amendment to the Agreement with Cope.

The Agency has an executed Business Associate agreement on file with this provider.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita