



Agenda Date: 2/26/2008
Agenda Placement: 71

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. 2 to Agreement No. 6460 with Aldea, Inc. (Independent Living Skills Program)

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 6460 with Aldea, Inc., revising the Scope of Work to reflect changes in training and reporting responsibilities and revising line items in the contractor's budget for the Independent Living Skills Program for Fiscal Year 2007-2008, with no change to the contract's maximum.

EXECUTIVE SUMMARY

Aldea, Inc. provides services for the Independent Living Skills Program (ILP) to assist youth and former foster youth aged 16-21 successfully transition to living independently as adults. Approval of the requested amendment will revise the Scope of Work to reflect a change in reporting responsibilities and correspondingly adjust individual line items in the contractor's budget for Fiscal Year 2007-2008, with no change to the contract's maximum.

FISCAL IMPACT

Is there a Fiscal Impact? No

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

Under the current agreement, Aldea, Inc. provides life skills training to foster youth and former foster youth aged 16-21. Specifically, Aldea sponsors a variety of workshops designed to assist foster youth to successfully transition to adult living. The workshops are curriculum-based and assist in developing competency in daily living skills, survival skills, training in choices and consequences, interpersonal social skills, education, computer/internet skills and employment.

In the first year of the agreement, the contractor planned, developed, organized and administered the Independent Living Program (ILP). The ILP training plan developed by the contractor included State-mandated competency areas. Probation Department employees then conducted the training, and the contractor completed pre- and post-training assessments of the youth participating in the ILP. This arrangement was discontinued under Amendment No. 1 to the Agreement, under which Aldea hired a Program Coordinator to take on the training functions and brought on special trainers as "subject matter experts" for certain workshops.

Approval of today's requested amendment will revise the Scope of Work to make a technical correction in the hours of independent living skills training provided by Aldea to foster youth and former foster youth. The amendment will also specify that the County, instead of Aldea, will complete the annual Independent Living Skills Program Annual Statistical Report (SOC 405A). Since the County currently compiles the information for the report, this change merely formalizes current actual practice. Approval will correspondingly shift funding among line items in the contractor's budget for Fiscal Year 2007-2008, with no change to the contract maximum.

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

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita