



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 2/9/2016

Agenda Placement: 6E

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** JoAnn Melgar for HOWARD HIMES - Director  
Health & Human Services Operations

**REPORT BY:** JoAnn Melgar, Staff Services Analyst II - 707-253-4722

**SUBJECT:** Agreement with Public Health Foundation Enterprises, Inc. for Raptor System

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### **RECOMMENDATION**

Director of Health and Human Services requests approval of and authorization for the Chairman to sign an agreement with the Public Health Foundation Enterprises, Inc. (PHFE) for an annual cost of \$576, for the term January 22, 2016 through January 21, 2020, for a web-based reporting system to extract information from the California Integrated Statewide Information System.

### **EXECUTIVE SUMMARY**

The proposed agreement allows access to a web-based reporting system (Raptor) to extract information from the California Integrated Statewide Information System. The Raptor system will assist staff to determine long-term effects of Women, Infants and Children (WIC) nutrition education and obtain change analysis for outcomes such as targeted breastfeeding rates and reduced obesity rates in children participating in the program. WIC funding is dependent upon meeting an authorized caseload. The Raptor system will also enable staff to target outreach efforts based on analysis of participation and redemption rates.

### **FISCAL IMPACT**

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

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Discretionary Justification:	This action is discretionary in that HHSA is not obligated to use this particular vendor. However, this agency is the only agency that has authorization to utilize the California WIC Standardized Local Agency Dataset in the WIC Integrated Statewide Information System (ISIS) to generate reports for other WIC agencies.
Is the general fund affected?	No
Future fiscal impact:	The agreement terminates January 21, 2020. This service has been included in the Fiscal Year 2015-2016 approved budget. The agreement includes an automatic renewal clause. Future appropriations will be budgeted accordingly.
Consequences if not approved:	Without Raptor HHSA will not be able to target outreach efforts based on analysis of participation and redemption rates. This could result in continuing decline in participation and reduced funding for the WIC program.
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 proposed agreement allows access to a web-based reporting system (Raptor) to extract information from the California Integrated Statewide Information System. The Raptor reporting system contains over 200 pre-defined trend charts, scatter comparison charts, and reports to help manage caseload and WIC operations. Every report allows exporting of the underlying data to Excel for additional analysis and reporting. This reporting system will assist in providing direction to HHSA's nutrition services plan and improve services by helping staff understand Napa County's population and redemption rates. It will also enable staff to evaluate change, monitor the effectiveness of the WIC program, prepare reports for audits, and guide staff training.

The Health and Human Services Agency was under a previous agreement with the Public Health Foundation Enterprises, Inc. (AUD 7033) that expired January 21, 2016. This agreement is coming to the Board for approval because the proposed term is (4) years. Per the County's purchasing policy, service contracts exceeding \$50,000 and as adjusted by the annual CPI increase, or exceeding three years in length, must be approved by the Board of Supervisors.

Public Health Foundation Enterprises, Inc. is not a local vendor.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Karen Collins