



Agenda Date: 3/18/2008
Agenda Placement: 7B

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. 1 to Agreement with Falcon Truck School

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 4573 with Suzanne Seymour, dba Falcon Truck School, increasing the amount by \$11,400 for a new maximum of \$22,800 to provide training services to clients participating in the Training and Employment Center Program.

EXECUTIVE SUMMARY

Falcon Truck School offers a 160-hour truck driving course that prepares students for written and driving exams to become Class A truck drivers. Approval of the recommended amendment will augment the maximum compensation payable to the contractor to allow for an increase in the number of students requesting this training from HHSA's Training and Employment Center. The additional training is fully funded by a Workforce Investment Act allocation for the Adult and Dislocated Worker program.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Social Services - Workforce Investment Act (WIA) allocation
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Approval of the recommended agreement is discretionary in that there is no mandate to provide this specific service. The Napa County Training and Employment Center (TEC) must meet the requirement to spend a portion of annual WIA Adult and Dislocated Worker allocations on direct client

services. Approval of this agreement will allow the Falcon Truck School to provide truck driver training services to additional TEC clients. The agreement is fully funded by WIA Adult and Dislocated Worker program allocations.

Is the general fund affected?

No

Future fiscal impact:

Although the agreement terminates on June 30, 2008, it contains an automatic annual renewal provision, which allows the County the option to continue these services in the following fiscal year. The corresponding appropriation will be included in the Agency's requested budget for Fiscal Year 2008-2009.

Consequences if not approved:

If the agreement is not approved, the contractor will be unable to provide additional training to participants of the Training and Employment Center, and the funding for this agreement will revert to the State.

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

Participants enrolled in Workforce Investment Act (WIA) Adult and Dislocated Worker programs through HHS's Training and Employment Center are eligible to participate in an education and/or training program, if it is determined that it is necessary for them to attain their employment goal, and they are deemed suitable for the coursework. Approval of the requested amendment will increase the maximum compensation to allow the contractor to provide truck driving training to three additional students.

The Falcon Truck School offers a 160-hour truck driving course that prepares students for written and driving exams to become Class A truck drivers. The State requires each school to meet designated requirements before they can be paid with WIA funds. Once the requirements are met, the school is placed on the State's Eligible Training Provider List (ETPL) for job skills training. The Falcon Truck School is on the State's ETPL.

The Falcon Truck School is not a health care provider for purposes of HIPAA. This position was taken because there is no use or disclosure of protected health information by or to the vendor under this agreement.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita