



Agenda Date: 3/20/2007  
Agenda Placement: 6B

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**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 to Agreement with McWilliams Mailliard Technology Group, Inc. (Adult Protective Services)

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### **RECOMMENDATION**

Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 3 to Agreement No. 6336 with McWilliams Mailliard Technology Group, Inc., increasing the amount by \$350 for a new maximum of \$4,775 for Fiscal Year 2006-2007, establishing a maximum amount of \$5,995 for Fiscal Year 2007-2008, and extending the term through September 30, 2008 to provide software and support services for the Adult Protective Services program.

### **EXECUTIVE SUMMARY**

The Napa County Adult Protective Services (APS) program utilizes McWilliams Mailliard Technology Group, Inc., software to assist in protecting its clientele and in maintaining compliance with state laws and regulations. Approval of the requested amendment will increase the maximum amount of the agreement to provide additional training to County staff this fiscal year, establish a maximum amount for Fiscal Year 2007-2008, and extend the term of the agreement through September 30, 2008.

### **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:	Although the activity is mandatory, selection of the providers is discretionary. Approval of the requested action will allow McWilliams Mailliard Technology

Group (MMTG) to provide software and support to assist the Napa County Adult Protective Services (APS) program in protecting elders and dependent adults who are victims of abuse and/or neglect perpetrated by self or others.

- Is the general fund affected? Yes
- Future fiscal impact: Appropriations for the increase in this agreement are included in the Agency's Fiscal Year 2006-2007 budget and the requested budget for Fiscal Year 2007-2008. Although the agreement terminates September 30, 2008, the agreement contains an automatic renewal provision, which allows the County the option to continue these services in the following fiscal year.
- Consequences if not approved: If this amendment is not approved, McWilliams Mailliard Technology Group will be unable to provide additional training to County staff this fiscal year, and the County will be unable to pay for Fiscal Year 2007-2008 service costs above the current authorized maximum.
- Additional Information: This agreement is funded by the CSBG/APS (County Services Block Grant/Adult Protective Services) combined allocation. This allocation has a mandated annual county dollar maintenance of effort of \$206,057 regardless of the level of expenditure.

### **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 Adult Protective Services (APS) program is a state mandated program (Welfare and Institutions Code Section 15600, et. seq.) charged with the investigation of abuse and neglect allegations perpetrated against dependent adults and the frail elderly who reside outside of licensed facilities. APS works closely with the District Attorney's Office and local law enforcement agencies to provide this key public safety protection for this vulnerable population. Besides the investigative component, APS provides an array of social services that includes a 24-hour emergency response system, initial evaluation, assessment, reassessment, service plan development and monitoring, the purchase of tangible services, emergency shelter, in-home protection, case management, information and referral, and representative payee services.

According to the California Department of Social Services Manual of Policies and Procedures Division 33 regulations, APS programs must comply with strict timelines when responding to calls and in the delivery and documentation of services as outlined above. The McWilliams Mailliard Technology Group (MMTG) software assists the APS social worker in complying with state regulations and in maintaining a comprehensive database on all reports of abuse. The software maintains accessible electronic records containing vital bio-demographic data on all victims and perpetrators referred for services. Napa County's information and database will not be accessible by any other entity.

Approval of the requested amendment will increase the contract maximum for Fiscal Year 2006-2007 from \$4,425 to \$4,775 and establish a budget of \$5,995 for Fiscal Year 2007-2008. The amended amounts include training of new County staff, if there happens to be any staff turnover during the term of this contract. Because the agreement does not contain a lifetime maximum amount, Board approval is being requested for the amendment.

The California Department of Social Services has determined that APS is not a health care provider for purposes of HIPAA. This position was taken because there are no medical services delivered in this program. Therefore, a Business Associate Agreement is not required.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita