



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 3/20/2018

Agenda Placement: 6F

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: JoAnn Melgar for Howard Himes - Director
Health & Human Services Administration

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

SUBJECT: Amendment No. 1 to Agreement with Public Health Institute (Food Insecurity Study)

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 180151B with the Public Health Institute increasing the amount by \$33,444 for a new maximum of \$110,865, expanding the scope of work for the term October 7, 2017 through June 30, 2018, to complete a user-centered Emergency Food Provision System study.

EXECUTIVE SUMMARY

On October 9, 2017 this Board approved an agreement with the Public Health Institute to conduct a user-centered Emergency Food Provision System Study to examine access to free and low cost food sources.

The purpose of the proposed amendment is to expand the scope of the study to include key informant interviews with non-traditional providers who donated food during the 2017 October Napa Fires, and to work with HHSA staff and community partners to develop quantitative indicators for the community health assessment. These indicators will be used, in part, to measure the success of any food system interventions in addressing food insecurity in the community over time. The amendment includes funding for the contractor to analyze existing community-based, HHSA, and publically available data sets, in addition to the user-centered data collected through the original study, and expanding the LiveStories final-report to include these data sets and analysis. study outlined in the original contract.

Public Health Institute was selected through a formal Request for Proposals. Public Health Institute is not a local vendor.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	\$20,000 of the amendment will be funded by Whole Person Care funding. \$13,444 of the amendment will be funded by an award from the California Endowment and Public Health Institute.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	This action is discretionary in that there is no mandate to conduct a Food Insecurity study in Napa County.
Is the general fund affected?	No
Future fiscal impact:	None
Consequences if not approved:	If this agreement is not approved, Napa County will be unable to receive the benefit of an Emergency Food Provision System Study conducted by the Public Health Institute.

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

On October 9, 2017 this Board approved an agreement with the Public Health Institute to conduct a user-centered Emergency Food Provision System Study to examine access to free and low cost food sources. Local data shows utilization of emergency food assistance programs is much lower than county demographics suggest might otherwise be the case. The purpose of this study is to understand this problem from the standpoint of the user in order to create a blueprint for ending food insecurity in Napa County.

The outcome of the Emergency Food Provision System Study is a roadmap for ending food insecurity in Napa County. To accomplish this, the Emergency Food Provision System study will conduct focus groups, key informant interviews and surveys. Study data collection will include responses from more than 350 eligible users and non-users of the emergency food system in Napa County to understand barriers to access and opportunities for expansion and innovation to dramatically increase access for residents living at-or-below 185% of the Federal Poverty Level

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Ben Guerrieri