



Agenda Date: 3/22/2005  
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 No. 1 to Agreement with Napa Valley College (Independent Living Program)

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### **RECOMMENDATION**

Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 3353 with Napa Valley College incorporating agency-wide changes to the General Terms and Conditions, revising the scope of work to include a requirement for additional documentation, and revising the budget to reflect a restructuring of personnel and adjustment of non-personnel costs for services provided in the Independent Living Program (ILP).

### **EXECUTIVE SUMMARY**

The John H. Chaffee Independence Act of 1999 (PL 106-109) requires that HHSA provide training in Independent Living Skills to foster care adolescents and emancipated youth aged 16 to 21. HHS has worked with Napa Valley College to develop a program that assists foster youth in making a successful transition into the community.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Social Services
Is it Mandatory or Discretionary?	Mandatory
Is the general fund affected?	Yes
Future fiscal impact:	Although the agreement terminates June 30, 2005, the agreement contains an automatic renewal, which allows the county the option to continue these services into the next fiscal year.

Consequences if not approved: The county's contract with Napa Valley College will not include state-required contract requirements.

Additional Information: None

### **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 Napa Valley College Independent Living Program contract is designed to provide life skills training to foster youth and former foster youth aged 16-21. This contract provides a large number of specific workshops designed to assist foster youth to successfully transition to adult living. Workshop topics are curriculum-based and include budgeting, employment, and health care.

The amendment incorporates agency-wide changes to the General Terms and Conditions and revises the scope of work for this fiscal year to include a required attachment for each invoice submitted. The attachment consists of a list of all participating youth who are over the age of 18 and no longer living in foster care, the number of trainings these participating youth attended, and the amount of stipends they received. The amendment also adjusts personnel hours in the budget to restructure the various trainer positions to enable the contractor to provide more hours of direct client services. There is no change in the maximum amount of the agreement. The department has an executed Business Associate Agreement on file with this provider.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Meegan Condon