



Agenda Date: 4/18/2006  
Agenda Placement: 6C

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Shelli Brobst for Randy Snowden - Director  
Health & Human Services  
**REPORT BY:** Shelli Brobst, Contracts Analyst, 253-4720  
**SUBJECT:** Amendments with Roger Bruce Scarborough, M.D. and Dave Mellow

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### **RECOMMENDATION**

Director of Health and Human Services requests approval of and authorization for the Chair to sign the following amendments incorporating agency-wide changes to the General Terms and Conditions:

1. Amendment No. 1 to Agreement No. 4570 with Roger Bruce Scarborough, M.D.; and
2. Amendment No. 2 to Agreement No. 6230 with Dave Mellow.

### **EXECUTIVE SUMMARY**

Dr. Scarborough provides consultation services for the County's Family Planning and Sexually Transmitted Disease clinics. Dave Mellow provides Emergency Medical Services trainings. These agreements began in July 2003 and both contain an outdated version of the County's General Terms and Conditions. The General Terms and Conditions (Section 2 of the professional services agreement) contain the County's requirements pertaining to all contractors (insurance, compliance, HIPAA, etc.). These amendments incorporate the new version of the General Terms and Conditions into the providers' agreements.

### **FISCAL IMPACT**

Is there a Fiscal Impact?                      No

### **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**

County Counsel recently revised the HHS professional services boilerplate agreement to incorporate changes regarding insurance, hold harmless/indemnification clauses and the County's harassment policy.

The agreements with Dr. Scarborough and Dave Mellow began in July 2003 and contain an old version of the County's General Terms and Conditions (GTC). Approval of the requested amendments will incorporate the new version of the GTC into their respective agreements, and additionally will include a clause stating that future versions of the GTC shall automatically become part of their agreements upon approval of the new GTC by the Board of Supervisors and upon notice to the contractor.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita