



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

## 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 to Agreements with Boys and Girls Club and COPE Family Center

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### **RECOMMENDATION**

Director of Health and Human Services requests approval of and authorization for the Chair to sign the following amendments in relation to the Safe and Drug Free Schools and Communities Grant:

1. Amendment No. 3 to Agreement No. 6255 with COPE Family Center, revising the Scope of Work to make technical corrections, decreasing the amount by \$1,163 for a new maximum of \$114,816, and revising the budget for Program Year 2005-2006 and subsequent years; and
2. Amendment No. 4 to Agreement No. 6254 with the Boys and Girls Club of Napa Valley, revising the Scope of Work to make technical corrections, increasing the amount by \$1,275 for a new maximum of \$66,547, and revising the budget for Program Year 2005-2006 and subsequent years.

### **EXECUTIVE SUMMARY**

On October 14, 2003, Napa County accepted a five-year grant from the State Department of Alcohol and Drug Programs to provide youth skills training and environmental prevention services under the Safe and Drug Free Schools and Communities Grant. The COPE Family Center provides home visitation and parent education services to families of youth ages 10-14. The Boys and Girls Club facilitates skill development groups and a community service youth club for youth ages 10-14. These agreements are being amended to make technical corrections to the contractors' Scopes of Work and to match the contractors' budgets with the State-approved grant agreement approved through Program Year 2005-2006, which ends August 31, 2006.

### **FISCAL IMPACT**

Is there a Fiscal Impact?            Yes  
Is it currently budgeted?            Yes

Where is it budgeted?	Substance Abuse Services
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	These contracts have been in effect since Fiscal Year 2003-2004 and have developed a prevention program that is known throughout the community. The State Department of Alcohol and Drug Programs has provided for an increase in the Boys and Girls Club contract and a decrease in the COPE Family Center contract. The COPE Family Center contract was decreased due to the end of the American Canyon parent education group and the Boys and Girls Club contract was increased to help fund a higher number of personnel hours for the project. These agreements have no General Fund impact.
Is the general fund affected?	No
Future fiscal impact:	Although the agreements terminate August 31, 2006, they contain an automatic renewal provision, which allows the County the option to continue these services in the following fiscal year. Appropriations will be budgeted accordingly.
Consequences if not approved:	The County would be out of compliance with the State-approved grant agreement and will not be able to claim the full Safe and Drug Free Schools grant award.
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**

Under the COPE agreement, home visitors assist families in accessing resources and developing parenting skills to improve family functioning. Services are provided in English and in Spanish. In addition, COPE provides a six-week parent education curriculum (in Spanish and in English) that assists families in developing communication skills, builds family cohesion and assists parents in guiding their children through the challenges of adolescence. Target families include families of youth in prevention programs, families in substance abuse treatment with children 10-14, and families with children 10-14 who are receiving mental health services. The requested amendment decreases the maximum amount of the agreement for Program Year 2005-2006 (September 1, 2005 through August 31, 2006) and for subsequent program years, since the agreement has an automatic renewal provision. When HHSA receives the budget from the State for Program Year 2006-2007, an additional amendment may be required.

The Boys and Girls Club facilitates skill development groups using the SMART Moves program for youth ages 10-14. The SMART Moves program is an eight-week curriculum which covers a range of life skill development areas such as communication skills, decision-making, conflict management, and drugs and alcohol. Upon completion of the curriculum, participants "graduate" into the Torch Club, a service club for middle school youth. Through their participation in the Torch Club, youth are involved in community service projects which address environmental alcohol and tobacco issues that are of concern to youth such as binge drinking, youth access to alcohol and tobacco, and media. The requested amendment increases the maximum compensation for Program Year 2005-

2006 (September 1, 2005 through August 31, 2006) and for subsequent program years, since the agreement has an automatic renewal provision. When HHSA receives the budget from the State for Program Year 2006-2007, an additional amendment may be required.

COPE Family Center and the Boys and Girls Club of Napa Valley are not health care providers for purposes of HIPAA. This position was taken because there is no use or disclosure of protected health information by or to the vendors under these agreements.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita