



Agenda Date: 4/19/2005  
Agenda Placement: 6F

## 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:** Agreement with McWilliams Mailliard Technology Group, Inc.

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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. 6336 with McWilliams Mailliard Technology Group, Inc., decreasing the amount by \$1,181 for a new maximum of \$4,937 and extending the term through September 30, 2006 for software and support services for the Adult Protective Services Program.

### **EXECUTIVE SUMMARY**

McWilliams Mailliard Technology Group, Inc. provides Adult Protective Services (APS) software to assist the Napa County APS program to protect its clientele and maintain compliance with state laws and regulations. The amendment decreases the maximum amount of the agreement due to a decrease in the number of the licensed users this fiscal year and extends the term of the agreement through September 30, 2006.

### **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:	The agreement terminates September 30, 2006.
Consequences if not approved:	APS is a mandated program as well as the regulatory timelines that it incorporates. Having the software is not mandated but it helps us maintain

compliance with statutory requirements.

Additional Information: None.

### **ENVIRONMENTAL IMPACT**

There is no Environmental Impact for this item.

### **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; 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 Adult Protective Services Automated Client Tracking System (AACTS) has been used successfully for the past several years in San Francisco County, and several other counties are in the process of purchasing this software. Napa County APS has successfully used the AACTS software during the last year. It enables tracking of cases by perpetrator and enhances the retrieval of accurate histories of previous reports of abuse and neglect while creating documentation of social worker investigations and interventions. These features provide increased efficiency and allow the supervisor to easily control, monitor and evaluate social worker activities.

In 2004 the Napa County APS program responded to and investigated more than 471 reports of abuse and neglect allegations.

The amendment decreases the dollar amount of the agreement due to a reduction in the number licensed users from eight to seven for Fiscal Year 2005-2006. The amendment also extends the term of the agreement through September 30, 2006.

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.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Meegan Condon