



Agenda Date: 4/24/2007  
Agenda Placement: 6D

## 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 to Revenue Agreement with the California Department of Health Services (WIC)

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### **RECOMMENDATION**

Director of Health and Human Services requests approval of the following actions regarding the Women, Infants and Children (WIC) Supplemental Nutrition Program:

1. Authorization for the Chair to sign Amendment No. 1 to revenue Agreement No. 3402 with the California Department of Health Services (CDHS) increasing the amount by \$148,500 for a new maximum of \$2,173,500 for operation of the Program through September 30, 2008; and
2. Budget Transfer No. 56 increasing appropriations by \$131,450 in the Public Health Budget, with offsetting revenue from the Department of Health Services Women, Infant and Children allocation, to fund Program contract expenditures. (4/5 vote required)

### **EXECUTIVE SUMMARY**

The State currently has available additional program funding for the County's Women, Infants and Children (WIC) program. The WIC program provides instruction to low-income families and children on proper nutrition and dietary requirements for the health of children ages 0-5. Approval of the requested action will increase the maximum amount payable to Napa County by \$74,250 for each of the Fiscal Years 2006-2007 and 2007-2008 to cover the County's WIC program personnel and operating expenditures. Approval of Budget Transfer No. 56 will increase HHS's budgeted revenue with funds received from the State for the WIC program, comprised of the additional program funding for 2006-2007 of \$74,250 and an additional \$57,200 in unbudgeted WIC allocation for Fiscal Year 2006-2007. The additional revenues will be used to fund program and contract expenditures.

### **FISCAL IMPACT**

Is there a Fiscal Impact?            Yes  
Is it currently budgeted?            No

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What is the revenue source?	The revenue source is California Department of Health Services Women, Infants and Children (WIC) allocation. Approval of the requested Budget Transfer will appropriate \$57,200 in unbudgeted available WIC funds for the current Fiscal Year, plus \$74,250 (the first half of the two-year additional program funding offered by the state for the WIC program).
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	This is a discretionary activity in that there is no mandate to accept the increase in this allocation. The State WIC Branch provides funds to the County for the specific purpose of improving nutrition in children 0-5 years of age.
Is the general fund affected?	No
Future fiscal impact:	This is a multi-year agreement that terminates September 30, 2008.
Consequences if not approved:	If the recommended action is not approved, the funding will revert to the State.
Additional Information:	When the Fiscal Year 2006-2007 budget was created in April 2006, the actual WIC allocation was unknown. Staff decided to be conservative and thus, \$57,200 in this year's WIC allocation from the state was left unbudgeted. Approval of the requested Budget Transfer will appropriate this available amount, plus the additional program funding being made available to the County by the state.

## **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**

Revenue Agreement No 3402 with the California Department of Health Services is a multi-year agreement which funds the County's WIC program. Napa's WIC program provides instruction to low-income women and children on proper nutrition and dietary requirements for the health of children ages 0-5. The Program also provides supplemental food vouchers. It currently operates with eight (8) staff in the Public Health Department and services many of the County's youngest residents.

The requested amendment reflects an increase in funding to Napa County. Approval of the amendment will increase the maximum amount payable to Napa County by \$74,250 for each of Fiscal Years 2006-2007 and 2007-2008, thereby providing funding to cover the County's WIC program personnel and operating expenditures.

Approval of Budget Transfer No. 56 for \$131,450 will increase HHSA's budgeted revenue with funds received from the California Department of Health Services for the WIC program. The \$131,450 in additional revenues includes the \$74,250 referred to in the requested amendment, plus unbudgeted funds from the state department for the WIC program. When the department's budget was created in April 2006, the actual allocation was unknown. Thus, WIC funds were under budgeted in Fiscal Year 06/07. The requested Budget Transfer is needed to correct the underbudgeting of \$57,200.

Staff recommends approval of the requested actions to fully avail of state funding currently offered for the WIC

program.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita