



Agenda Date: 4/3/2007
Agenda Placement: 6B

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Theresa Richmond for Randolph F. Snowden - Director
Health & Human Services
REPORT BY: Theresa Richmond, Chief Operations Officer, 259-8176
SUBJECT: Actions Regarding Administrator of Alcohol and Drug Programs

RECOMMENDATION

Director of Health and Human Services Agency requests the following:

1. Designation of Health and Human Services Agency (HHSA) as the department that administers the county alcohol and drug program, as provided in Section 11800 of the California Health and Safety Code.
2. Designation of the HHSA Director as the agency head authorized to appoint the county alcohol and drug program administrator.
3. Designation of the channel through which the administrator of alcohol and drug programs shall report to the HHSA Director as a direct reporting relationship.

EXECUTIVE SUMMARY

Approval of the requested actions will affirm the designation of the Health and Human Services Agency (HHSA) as the agency responsible for administration of the county alcohol and other drug program, authorize the HHSA Director to appoint the alcohol and drug program administrator, and specify that the administrator shall directly report to the HHSA Director, all as provided in Section 11800 of the California Health and Safety Code.

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

Section 11800 of the California Health and Safety Code requires the Board of Supervisors to “designate a health-related county agency or department” to administer substance abuse services – or, in the words of the statute, “the county alcohol and other drug program.” The statute requires that the board or the head of the designated agency appoint an “alcohol and drug program administrator,” who is to report to the agency head through “administrative channels designated by the board.” The statute also requires that substance abuse services “be placed at the same administrative level and have responsibility and authority similar to other major health programs in the county.”

HHSA has for many years served as the county agency or department responsible for administration of substance abuse services. This action asks the Board to confirm the designation of HHSA as the Agency responsible for administration of these services pursuant to Section 11800.

HHSA is organized into six program divisions and four administrative support divisions. The program divisions are (1) Child Welfare Services, (2) Comprehensive Services for Older Adults, (3) Mental Health, (4) Public Assistance and Vocational Services, (5) Public Health, and (6) Substance Abuse Services. As the sixth program division, the Substance Abuse Services Division is invested with the same level of authority and responsibility as the other health-related programs operated by HHSA. A summary organizational chart is included as an attachment.

The manager of HHSA's Substance Abuse Services Division is the “Administrator of Alcohol and Drug Programs,” a single position classification created to effectuate the state mandates of Sections 11800, et seq., which enumerate various responsibilities of the county administrator. The Administrator of Alcohol and Drug Programs reports directly to the HHSA Director, as do each of the other five program division managers. The Administrator of Alcohol and Drug Programs is an existing position fully funded in HHSA's operating budget. The position handles a range of state-mandated duties.

Although it is not expressly required by the statute, HHSA is requesting that the Board confirm the authority of the HHSA Director to appoint the Alcohol and Drug Program Administrator.

Section 11800 does require that the Board designate the “administrative channel” through which the Administrator reports to the HHSA Director. HHSA requests the Board to designate that the Administrator directly report to the Director, as is contemplated in the Agency's current organizational structure and the existing specifications for the Administrator position.

Upon the Board's approval of these actions, the HHSA Director intends to appoint Connie Moreno-Peraza as the Alcohol and Drug Program Administrator. Ms. Moreno-Peraza's appointment will be the culmination of an arduous, national recruitment effort conducted by an executive search firm and extending for almost two years. Ms. Moreno-Peraza is an eminently qualified candidate with extensive county government experience, including service as the administrator of alcohol and drug programs in San Diego and Stanislaus Counties.

SUPPORTING DOCUMENTS

A . HHSA Program Division Report Structure

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita