



Agenda Date: 5/16/2006
Agenda Placement: 6D

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Shelli Brobst for Randy Snowden - Director
Health & Human Services
REPORT BY: Shelli Brobst, Contracts Analyst, 253-4720
SUBJECT: Amendment No. 3 to Agreement No. 4668 with COPE Family Center (Home Visiting)

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 3 to Agreement No. 4668 with COPE Family Center, decreasing the amount by \$6,189 for a new maximum of \$13,759 for Fiscal Year 2006-2007 and revising the Scope of Work to include performance measures in the contractor's agreement to provide home visitation services to CalWORKs families.

EXECUTIVE SUMMARY

COPE provides home visitation services for families receiving CalWORKs services. The home visitor works with families to help develop the skills which are key to a stable, successful lifestyle. The requested amendment incorporates performance measures into the contractor's agreement and reduces the maximum dollar amount for Fiscal Year 2006-2007 to reflect lower anticipated usage of these services.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Social Services
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Approval of this contract will allow CalWORKs participants faced with work requirement, parenting, and life skill challenges to receive parenting and family skills counseling in their own homes.
Is the general fund affected?	Yes

Future fiscal impact: Although the agreement terminates June 30, 2007, the agreement contains an automatic renewal, which allows the County the option to continue these services into the next fiscal year.

Consequences if not approved: If this amendment is not approved, the contract maximum will be too high, given the declining number of families requiring these services. HHSA sets each contract maximum at the anticipated level of usage in order to be able to accommodate all needed services within the total amount available for contracts in each budget unit.

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

Many families receiving CalWORKs services face multiple challenges which impede their ability to obtain and retain employment. Under this contract, COPE's home visitor assesses family dynamics, stressors, and coping issues and works with the family to address the challenges it faces in balancing work requirements with the need to develop parenting and life skills which are critical for a stable and/or successful lifestyle. The requested amendment revises the Scope of Work to incorporate performance measures into the contractor's agreement and includes a revised budget for Fiscal Year 2006-2007 to reflect a diminishing number of referrals.

The Agency has an executed Business Associate Agreement on file with this provider.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita