



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 5/19/2020

Agenda Placement: 6D

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Shelli Brobst for Jennifer Yasumoto - Director  
Health & Human Services Administration

**REPORT BY:** JoAnn Melgar, Staff Services Analyst II - 707-253-4722

**SUBJECT:** Amendment No. 2 to Agreement with Shared Vision Consultants, Inc.

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### **RECOMMENDATION**

Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 180014B with Shared Vision Consultants, Inc. increasing the amount by \$5,435 for a new maximum of \$61,210 and replacing the Scope of Work and Compensation exhibits for the term July 1, 2019 through June 30, 2020 and each automatic renewal to provide assistance in completing the Child Welfare Services System Improvement Plan for submission to the California Department of Social Services.

### **EXECUTIVE SUMMARY**

This Agreement with Shared Vision Consultants, Inc. ("Contractor") was first approved by the Board in 2009. This Contractor helps to develop the County Self Assessment Plan and Self Improvement Plan for the Napa County Child Welfare Services Agency, including development of the report listed in the County Self Assessment Plan Guide. The purpose of today's requested action will:

1. Increase the contract maximum by \$5,435 for a new maximum of \$61,210 due to increased rates of Contractor and additional deliverables added to the Scope of Work;
2. Modify Specific Terms and Conditions 3.1(l) to change the amount of federal funding for this Agreement, which is \$18,363, because this Contractor is a subrecipient or pass-through entity;
3. Incorporate Specific Term and Condition 3.4 to delegate authority to the Director of Health and Human Services Agency to approve future amendments to the Scope of Work and Compensation exhibits provided no new services are added to the Agreement and there is no increase to the contract maximum;
4. Replace Exhibit A with Exhibit A-1 to add a requirement that Contractor develop a standardized curriculum for making presentations on child abuse and mandated reporter training in collaboration with community partners; and
5. Replace Exhibit B and Addendum 1 to Exhibit B with Exhibit B-2 to incorporate a new budget.

Contractor is not a local vendor.

### **FISCAL & STRATEGIC PLAN IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Health & Human Services Child Welfare Services ("CWS")
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Since the System Improvement Project ("SIP") process occurs only once every five years and requires a set of skills distinct from those required for day-to-day child welfare services activities, the State has recommended that counties utilize consultants to provide the required services. Contracting with Shared Vision Consultants, Inc. is discretionary, however; using their consulting services will help CWS accomplish mandated activities.
Is the general fund affected?	No
Future fiscal impact:	This Agreement contains a provision for automatic annual renewal. Appropriations have been included in the preliminary Fiscal Year 2019-2020 budget and future fiscal years will be budgeted accordingly.
Consequences if not approved:	If the recommended Amendment is not approved, Shared Vision Consultants, Inc. will be unable to provide services, and CWS will be required to complete mandated activities without the assistance of a professional consultant.
County Strategic Plan pillar addressed:	Collaborative and Engaged Community
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**

In January 2004, the implementation of Assembly Bill 636 brought a new Child Welfare Outcomes and Accountability System to California. This new system is known as the California Child and Family Services Review. Under this system, all county Child Welfare Services programs are required to regularly do a full assessment of the services they are providing and evaluate their performance outcomes in the areas of child safety, permanency, and child well-being. There is a prescribed method to perform the County Self Assessment ("CSA"), which

includes soliciting stakeholder input and a Peer Review ("PR"). In addition, counties must examine child abuse prevention efforts in the community for any gaps or improvements that may be required.

Following the completion of the CSA and PR, counties are required to develop and submit a plan to improve their services outlining strategies and activities in a state prescribed format referred to as a System Improvement Plan ("SIP"). In order to accomplish these activities and to complete the required documents, Napa County has maintained an Agreement with Shared Vision Consultants, Inc. ("Contractor.")

The requested Amendment will increase the contract maximum by \$5,435 to allow for the completion of the SIP Annual Progress Report and revise rates to match Contractor's billing structure. In addition, the Amendment adds a requirement to the Scope of Work for Contractor to develop a standardized curriculum for making presentations on child abuse and mandated reporter training in collaboration with community partners, training in-house trainers, and designing a plan to expand training capacity. Finally, this amendment incorporates a new budget in Exhibit B-2.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Ben Guerrieri