



Agenda Date: 5/23/2006
Agenda Placement: 6E

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: Renewal Agreement with the University Extension-UC Davis

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chair to sign the renewal of Agreement No. 2131 with the Regents of the University of California, on behalf of its Davis campus UC Davis Extension, for a maximum of \$28,900 for the term July 1, 2006 through June 30, 2007 to train Health and Human Services staff on technical skills, quality of casework and excellence in service delivery.

EXECUTIVE SUMMARY

The University of California, through its University Extension at Davis, has developed a training program for programs administered by Napa County Social Services. The Fiscal Year 2006-2007 training will focus on professional development and excellence in service delivery to clients.

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 agreement will allow UC Davis to provide training to Health and Human Services staff. Participants will learn to apply regulations related to the determination of eligibility for temporary assistance, and to accurately compute allocations for households containing excluded and non-excluded household members. The training is needed to meet the requirements of the Civil Rights Bureau training mandates, and to inspire excellence in the delivery

	of services to clients.
Is the general fund affected?	Yes
Future fiscal impact:	This agreement terminates June 30, 2007.
Consequences if not approved:	If this agreement is not approved, proficiency in these specialized fields may not be maximized, potentially resulting in errors in service delivery and regulatory compliance.
Additional Information:	Training expenses provided under this agreement are claimable on the County Expense Claim (Social Services-BU 501). Training arranged for Food Stamp staff is 70% reimbursable. Training arranged for CalWORKs or Medi-Cal staff is 100% reimbursable. Total cost of the training under this agreement is \$34,000. The University is providing a \$5,100 in-kind contribution, and thus, the County's total cost for the training is \$28,900.

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

The purpose of this agreement is to strengthen staff skills, promote the retention and professional development of HHSA Social Services staff, and inspire excellence in the delivery of services to clients. The contractor will provide ten days of training programs selected by HHSA from the UC Davis curriculum. The Training Bureau of the California Department of Social Services has approved the curriculum.

The objectives of this contract are to:

- | enhance technical eligibility skills of Public Assistance and Vocational Services staff;
- | enhance delivery of services to a culturally diverse client population through diversity training;
- | increase staff knowledge of clients' civil rights; and
- | improve the quality of staff casework and collaborative skills.

UC Davis is not a health care provider for purposes of HIPAA. This position is taken because there is no use or disclosure of protected health information by or to this vendor under this agreement. Therefore, a Business Associate Agreement is not required.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita