



Agenda Date: 5/24/2005
Agenda Placement: 6F

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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 No. 2 to Agreement 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. 2 to Agreement No. 4668 with COPE Family Center incorporating agency-wide changes to the General Terms and Conditions, revising the Scope of Work to include services to all CalWORKs families, and decreasing the amount by \$9,834 for a new maximum of \$19,948 for Fiscal Year 2005-2006 to provide home visitation services.

EXECUTIVE SUMMARY

COPE provides home visitation services for families receiving CalWORKs services. The home visitor works with families to help develop the skills that are key to a successful lifestyle. The amendment incorporates agency-wide changes to the General Terms and Conditions, revises the Scope of Work to include CalWORKs families who were previously not eligible for these services, and reduces the maximum dollar amount for Fiscal Year 2005-2006 to reflect actual expenditures in Fiscal Year 2004-2005.

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:	This agreement is funded by the CalWORKs Single Allocation and, for services to families who were previously not eligible, CalWORKs Performance Incentive funding.
Is the general fund affected?	Yes

Future fiscal impact: Although the agreement terminates June 30, 2006, 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: The contract maximum will be too high.

Additional Information: None.

ENVIRONMENTAL IMPACT

There is no Environmental Impact for this item.

BACKGROUND AND DISCUSSION

Many families receiving CalWORKs services face multiple challenges that impede their ability to obtain and retain employment. The purpose of this contract is to provide home visiting services that enable families to receive intensive service in the home environment. The 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 the parenting and life skills that are critical for a stable and/or successful lifestyle.

This amendment revises the Scope of Work to include services to CalWORKs families who were previously not eligible for services under this contract because they failed to meet certain CalWORKS program requirements (e.g., attendance at meetings, minimum number of work hours per week). In Fiscal Year 2005-2006 HHSA intends to use discretionary CalWORKS Performance Incentives funding to assist these families to become program compliant. The agreement also includes a revised budget for Fiscal Year 2005-2006 to reflect a diminishing number of referrals. The department has an executed Business Associate Agreement on file with this provider

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Meegan Condon