



Agenda Date: 5/8/2007
Agenda Placement: 6D

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. 4 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. 4 to Agreement No. 4668 with Cope Family Center, Inc., decreasing the amount by \$3,642 for a new maximum of \$10,117 to provide home visitation services to CalWORKs families for Fiscal Year 2007-2008.

EXECUTIVE SUMMARY

Cope Family Center, Inc. provides home visitation services for families receiving CalWORKs services. The home visitor works with families to help develop skills necessary for a stable, successful lifestyle. Approval of the requested amendment will reduce the maximum dollar amount for Fiscal Year 2007-2008 and revise the budget accordingly to reflect a decrease in the level of usage of these services.

FISCAL IMPACT

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| Is there a Fiscal Impact? | Yes |
| Is it currently budgeted? | Yes |
| Where is it budgeted? | Social Services -- funds exist in the CalWORKs Single Allocation to assist families who are facing multiple challenges in their efforts to obtain and/or retain employment while maintaining household and family relationships. |
| Is it Mandatory or Discretionary? | Discretionary |
| Discretionary Justification: | This is a discretionary item in that there is no requirement to provide these services. Approval of the requested action will set contract maximum closer to the expected need, thereby liberating some funding for use for other services. |
| Is the general fund affected? | Yes |

- Future fiscal impact: Although the agreement terminates June 30, 2008, the agreement contains an automatic annual renewal provision that allows the County the option to continue these services in the following fiscal year. Appropriations will be budgeted accordingly.
- Consequences if not approved: If the amendment is not approved, the contract maximum will be too high. 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: Regardless of the level of CalWORKs expenditures, the State requires counties to pay a specific county dollar "Maintenance of Effort" amount. Therefore, a portion of the expenditures related to this contract will come from the County's general fund "Maintenance of Effort."

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 continue to face multiple challenges that impede their ability to obtain and retain employment, in addition to maintaining housing through good home care practices. Under the current agreement, the contractor provides home visiting services that enable families to receive intensive services in their home environment. The home visitor assesses the family dynamics, stressors, and coping issues and works with parents to address the challenges they face in balancing work requirements with the need to develop parenting and life skills critical for a stable and/or successful lifestyle. Approval of the requested action will reduce the budget due to diminishing referrals, with no change to the scope of work.

Cope Family Center is not a health care provider for purposes of HIPAA. This position was taken because there is no use or disclosure of protected health information by or to this vendor under this agreement.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita