



Agenda Date: 5/9/2006
Agenda Placement: 6G

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: Agreement with Resource Development Associates, Inc.

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chair to sign the renewal of Agreement No. 6537 with Resource Development Associates, Inc., for a maximum of \$46,450 for the term July 1, 2006 through June 30, 2007 to provide consultation on the development of an Agency-wide Quality Management System.

EXECUTIVE SUMMARY

Approval of the requested agreement will enable Resource Development Associates, Inc. (RDA) to continue assisting the Health and Human Services Agency in the development and implementation of an Agency-wide Quality Management System.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Health & Human Services
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Approval of this contract will allow RDA to provide carefully selected consulting services designed to assist the Agency to implement a quality management system and improve operational efficiency.
Is the general fund affected?	Yes
Future fiscal impact:	The agreement terminates June 30, 2007.

Consequences if not approved: Without this agreement, HHSAs new quality management system may not be as effective as possible, which could lead to lack of compliance with mandates and regulations, and problems in service delivery.

Additional Information: This agreement is funded by a combination of 70% designated County General Funds from the remaining EPSDT designation (used \$150,000 in Fiscal Year 2005-2006; \$73,000 is left) and 30% Social Services allocations.

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

Napa County Health and Human Services Agency is undertaking a multi-year quality management initiative. The initiative calls for the creation of an Agency-wide system to provide management and the Agency's governing body with the information necessary to ensure sound strategic planning, the improvement of services outcomes and efficiencies, compliance with applicable regulations and other mandates, and the ongoing improvement of services. The new Quality Management Division is overseeing the development, implementation, and operation of the new system. It is necessary to engage the services of a consulting firm with significant experience in the development and operation of quality management programs within health, behavioral health, and social service agencies in California.

Resource Development Associates will continue to work with the manager of the Quality Management Division and managers and staff of HHSAs to develop an Agency-wide quality management system. The consulting firm will continue to advise HHSAs on the most appropriate steps for the collaborative development of the quality management system and then assist HHSAs in the implementation.

Resource Development Associates is not a health care provider for purpose of HIPAA. This position is taken because there is no use of protected health information by or to the vendor under this agreement. Therefore, a Business Associate Agreement is not required.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita