



Agenda Date: 6/19/2007
Agenda Placement: 6M

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 to Agreement with Jim Carr

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 1 to an agreement (formerly Agreement No. AUD-5736) with Jim Carr increasing the amount by \$2,400 for a new maximum of \$17,900 for Fiscal Year 2006-2007 to provide additional HIV Surveillance services, and establishing a maximum dollar amount of \$15,500 for Fiscal Year 2007-2008, with a provision for annual renewal, for the continued development of an active AIDS Surveillance System.

EXECUTIVE SUMMARY

Approval of this action will allow the contractor to continue the development of an active AIDS Surveillance System for Napa County, implement newly enacted HIV names-based reporting guidelines, and train the public health epidemiologist in HIV surveillance. The contractor confers on a regular basis with the Public Health Officer to evaluate the effectiveness of current AIDS case reporting protocols in the major reporting facilities in Napa County and to initiate and expand protocols as needed.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Public Health
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	This is a discretionary activity in that there is no mandate to contract with this provider. State HIV/AIDS funding enables the County to provide an active AIDS Surveillance Program.

Is the general fund affected?	No
Future fiscal impact:	The agreement contains an automatic renewal provision, which allows the County the option to continue these services in the following fiscal year. The corresponding appropriation has been included in the Agency's requested budget for Fiscal Year 2007-2008.
Consequences if not approved:	If this agreement is not approved, HHSA will not be able to meet the requirements of the funding received from the California Department of Health Services and will have to return the funding to the State.
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

The County's HIV/AIDS surveillance program receives reports of new HIV infections and AIDS cases, investigates these reports and forwards the reports to the California Department of Health Services. This activity is mandated in the California Code of Regulations. An aggressive surveillance program is necessary to ensure that cases are being appropriately detected and reported. Currently, Napa's HIV/AIDS surveillance is entirely passive, does not enroll new providers, and does not provide technical assistance to help potential new reporters participate.

The current contract with Mr. Carr allows for the development of an active surveillance system in which additional laboratories and providers will be trained in detection and reporting of HIV and AIDS cases. These activities are essential to ensure that all existing and new cases in Napa are detected and reported. Such accurate reporting will ensure that Napa receives State program funding adequate for the population with and at risk for HIV and AIDS, since State funding for HIV/AIDS program services is dependent on the number of cases reported each year by the County surveillance program.

Approval of the requested amendment will add funds to the contractor's agreement for 60 additional hours to allow for implementation of the newly enacted HIV names-based reporting guidelines. In addition to the usual surveillance activities and implementation of the new reporting system, the amendment to the contract will also require the contractor to train the public health epidemiologist in HIV surveillance activities. This latter activity will increase the County's internal capacity to continue HIV surveillance should the contractor be unavailable at some future time. This amendment increases the maximum amount for Fiscal Year 2006-2007 only. The maximum amount for Fiscal Year 2007-2008 reverts to the original Fiscal Year 2006-2007 maximum amount. HHSA expects to spend the entire Fiscal Year 2006-2007 increase by the end of the fiscal year. Under the Agency's systems of internal controls, HHSA will only reimburse the contractor for services that are authorized in advance by the program manager. The request for an amendment is being presented to the Board at this time due to the training of the public health epidemiologist having taken longer to complete than originally anticipated.

The Agency has an executed Business Associate Agreement on file with this provider.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita