



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 6/19/2018

Agenda Placement: 6U

## NAPA COUNTY BOARD OF SUPERVISORS

### Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Mary Booher for Howard Himes - Director  
Health & Human Services Administration

**REPORT BY:** JoAnn Melgar, Staff Services Analyst II - 707-253-4722

**SUBJECT:** Amendment No. 1 to Agreement with Mentis, Inc. (Crisis Counseling Assistance and Training Program)

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#### **RECOMMENDATION**

Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 180300B with Mentis, Inc. increasing the amount by \$75,000 for a new maximum of \$202,642, incorporating Addenda to the Scope of Work (Exhibit A) and the Compensation (Exhibit B), and modifying Specific Terms and Conditions to extend the term through September 30, 2018 for the provision of crisis counseling services pursuant to the Crisis Counseling Assistance and Training Program for Napa County residence affected by the October 2017 Napa Fire Complex.

#### **EXECUTIVE SUMMARY**

The purpose of today's requested action is to approve the amendment to an agreement with Mentis, to continue providing Crisis Counseling services for residents impacted by the Napa Fire Complex as follows:

1. Increase the contract maximum by \$75,000 for a new maximum of \$202,642, which is funded through the Federal Emergency Management Agency Crisis Counseling Assistance and Training Program (CCP);
2. Modify Specific Terms and Conditions 3.4 to extend the term of the agreement to September 30, 2018;
3. Incorporate Addendum No. 1 to Exhibit A, the Scope of Work; and
4. Incorporate Addendum No. 1 to Exhibit B, the Compensation.

The current agreement covers one phase of funding called Immediate Services Program, which is limited to a timeframe of November 1, 2017 to April 29, 2018. The Department of Health Care Services (DHCS) has approved a second phase of service called Regular Services Program and is also included as a separate item on today's agenda, which is limited to April 30, 2018 to January 31, 2019. However, the current revenue agreement with DHCS does not include additional funding and the Health and Human Services budget includes County funding for these

services. The State is anticipated to send another amendment to this revenue agreement early this summer. When program receives the third amendment from DHCS which will include additional funding, amendments for both the revenue agreement and this agreement with Mentis will be brought to your board extending the terms and the contract maximums.

Mentis, Inc. is a local vendor.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Health & Human Services Mental Health
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Napa County was awarded Federal Emergency Management Agency (FEMA) funding through the California Department of Health Care Services (DHCS) to conduct Crisis Counseling services in response to the 2017 Napa Fire Complex. Approval of this amendment extends the term and adds a portion of the second phase of funding for this program that began on April 30, 2018 while we wait for the third amendment to the DHCS revenue agreement.
Is the general fund affected?	No
Future fiscal impact:	This agreement is set to term September 30, 2019. It is included in the approved Fiscal Year 2017-2018 budget and in the requested Fiscal Year 2018-2019 budget.
Consequences if not approved:	If this agreement is not approved the current agreement with Mentis will term June 30, 2018 and Napa County's Mental Health Division will not be able to provide treatment to individuals suffering mental health symptoms associated with the 2017 Napa Fire Complex.
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 Crisis Counseling Assistance and Training Program is funded by the Federal Emergency Management Agency (FEMA) under the authority of the Robert T. Stafford Disaster Relieve and Emergency Assistance Act of 1974 (Stafford Act). Specifically, section 416 of the Stafford Act authorizes FEMA to fund behavioral health

assistance and training activities in affected areas for a specified period of time. This behavioral health assistance is designed to provide behavioral health support in the affected community, primarily relying on face-to-face contacts with survivors in their communities.

On October 10, 2017, the State of California received a Presidential Disaster Declaration due to the October 2017 wildfires that occurred in California that directly impacted Napa County. On February 6, 2018 the Napa County Board of Supervisors approved Revenue Agreement No. 180246B with the California Department of Health Care Services, and sponsored by FEMA, to conduct Crisis Counseling services in response to the October 2017 Napa Fire Complex.

Mentis, Inc. was selected through a Request for Proposals process to administer the Crisis Counseling Assistance and Training Program. The services include emergency counseling services for individuals and families affected by the Napa Fire Complex. In an effort to reach the entire community, Mentis is subcontracting a portion of these services to Puertas Abiertas to reach the Spanish-speaking members of our community and the Up Valley Community Center in order to reach residents residing in St. Helena and Calistoga.

#### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Ben Guerrieri