



Agenda Date: 6/21/2005  
Agenda Placement: 6B

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Shelli Brobst for Randolph F. Snowden - Director  
Health & Human Services  
**REPORT BY:** Shelli Brobst, Contracts Analyst, 253-4720  
**SUBJECT:** Joint Powers agreement with Solano County (Public Health Laboratory)

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### **RECOMMENDATION**

Director of Health and Human Services requests approval of and authorization for the Chair to sign a Joint Powers Agreement with the County of Solano for an annual maximum of \$15,000 for the term July 1, 2005 through June 30, 2007 to continue joint operation of the Napa-Solano County Public Health Laboratory.

### **EXECUTIVE SUMMARY**

For the past seven years, Napa County and Solano County have operated the Napa/Solano Public Health Lab through a Joint Powers Agreement (Napa County Agreement No. 4092/Solano County Agreement No. 064092). In recent years, Solano County also has provided HIV/AIDS program administration under the Joint Powers Agreement (JPA). The JPA expires June 30, 2005. This item approves a replacement JPA to allow for continued joint operation of the facility through June 30, 2007 at a cost to Napa County of \$15,000 per year.

### **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:	Joint operation of the Laboratory for the benefit of both Counties has and will continue to provide significant cost savings due to increased efficiency in the use of personnel, equipment and facilities. Napa County pays the salary and benefits (\$117,800) of a Napa County employee to serve as the Laboratory's Assistant Director. This is a cost that Napa County would have been obligated

to pay if Napa County were operating its own laboratory. The .10 to .15 FTE cost of the AIDS-related services (a maximum of \$15,000) will be funded through the JPA by the indirect funds received from the Office of AIDS.

Is the general fund affected? No

Future fiscal impact: The JPA expires June 30, 2007.

Consequences if not approved: Napa County will be without a Public Health Lab or an Administrator for the HIV/AIDS programs, because Napa County's level of utilization for such services is not great enough to support Napa County's hiring the personnel and maintaining the physical plant and equipment necessary for such an operation for Napa County purposes only.

Additional Information: None

## **ENVIRONMENTAL IMPACT**

### ENVIRONMENTAL DETERMINATION:

**Categorical Exemption Class 1:** It has been determined that this type of project does not have a significant effect on the environment and is exempt from the California Environmental Quality Act pursuant to Class 1 ("Existing Facilities"), which may be found in the guidelines for the implementation of the California Environmental Quality Act at 14 CCR §15301; see also Napa County's Local Procedures for Implementing the California Environmental Quality Act, Appendix B.]

## **BACKGROUND AND DISCUSSION**

On May 12, 1998, the Board of Supervisors approved a request by the Director of the Napa County Health and Human Services Agency to pursue the establishment of a regional Public Health Laboratory with Solano County and a Joint Powers Agreement (JPA) was signed by both counties. This JPA will expire June 30, 2005.

Upon approval of this replacement JPA, the current Napa County Laboratory Director will continue to work at the Solano/Napa Public Health Laboratory in Vallejo. She will maintain her current title and job status with Napa County and will act as the Assistant Director of the Solano/Napa Lab. Under the JPA, Solano County will provide complete Public Health Laboratory testing as required by Napa County, courier services for the pick up and delivery of specimens and results, and laboratory reporting, monthly statistical analysis and other reports or services as requested by Napa County.

The Napa County Health Officer will continue to remain responsible for follow up of communicable diseases and public health conditions as reported by the Laboratory and will be responsible for monitoring the contract with Solano County and the performance of the Napa County Laboratory Director.

Solano County also will provide Napa County with administrative oversight of the HIV/AIDS programs through .10 to .15 FTE of a Supervising Health Education Specialist. This person will work with the State Office of AIDS and Napa County's subcontractors to ensure that all reporting requirements and program objectives are met.

During the past seven years of operation, the joint laboratory has functioned and served both the general public and Agency staff/programs well. No major problems have been identified by either the general public or staff. Minor operational issues have been addressed and corrected easily. HHS strongly recommends that this JPA

arrangement be continued. The proposed replacement JPA is being presented to the Boards of Supervisors of each of the two Counties for approval this month.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Meegan Condon