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 Carolyn Nguyen, doing business as Change of Greenery

RECOMMENDATION
Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 1 to an Agreement (formerly AUD 6318) with Carolyn Nguyen, doing business as Change of Greenery, increasing the amount by $29,975 for a new maximum of $62,185 to provide subsidized employment opportunities to customers of the Workforce Napa program.

EXECUTIVE SUMMARY
Approval of the recommended action will enable Change of Greenery to provide subsidized employment for an additional customer (referred to as "employee") of the Workforce Napa program. The County will provide subsidy payments, using Temporary Assistance to Needy Families (TANF) Emergency Contingency Fund (ECF) American Recovery and Reinvestment Act of 2009 (ARRA) funding, to the contractor to cover the costs of the employee's wages, associated payroll taxes and benefits. The contractor will be responsible for all costs associated with hiring the employee including background checks, fingerprinting, and drug screening. Since the aggregate amount paid to this contractor will exceed the Purchasing Agent's authority to sign the amendment, it is being presented to the Board for approval.

FISCAL IMPACT
Is there a Fiscal Impact? Yes
Is it currently budgeted? Yes
Where is it budgeted? Social Services
Is it Mandatory or Discretionary? Discretionary

Discretionary Justification: Napa County has been awarded Temporary Assistance to Needy Families (TANF) Emergency Contingency Fund (ECF) American Recovery and Reinvestment Act (ARRA) funding to provide subsidized employment opportunities for customers of the Workforce Napa program. This funding allows individuals to gain significant work experience that might otherwise not be available. Without this ARRA funding, the County would not be able to provide these employment opportunities.

Is the general fund affected? No

Future fiscal impact: This is a one-year agreement that will terminate June 14, 2011.

Consequences if not approved: If this action is not approved, Workforce Napa will not be able to place a program customer in a subsidized employment position at Change of Greenery.

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

Napa County has been awarded Temporary Assistance to Needy Families (TANF) Emergency Contingency Fund (ECF) American Recovery and Reinvestment Act of 2009 (ARRA) funding to provide subsidized employment opportunities for customers participating in the Workforce Napa program. Approval of the recommended action will enable HHSA to reimburse the contractor for wages, payroll taxes and benefits that will be paid for a specifically referred client. The contractor will cover all costs associated with hiring the client including background checks, fingerprinting, and drug screening.

The amendment will increases the contract maximum to compensate the contractor for the additional customer referred to this employer. Since the aggregate amount paid to this contractor will exceed the Purchasing Agent's authority to sign the amendment, it is being presented to the Board for approval.

Change of Greenery is a local vendor.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve
Reviewed By: Karen Collins