



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 6/6/2017

Agenda Placement: 6H

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: JoAnn Melgar for Howard Himes - Director
Health & Human Services Administration

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

SUBJECT: Renewal Agreement with the Regents of the University of California (AVSS/NET Software)

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chair to sign the renewal of Agreement No. 170145B-17 with the Regents of the University of California for a maximum of \$500 for the term July 1, 2017 through June 30, 2018 for license fees for Automated Vital Statistics System software.

EXECUTIVE SUMMARY

The Automated Vital Statistics System (AVSS) is a computer system used by the local registration district, Napa County Office of Vital Statistics, and local hospitals to register births in Napa County. AVSS is currently the only option available within California for birth certificate registration. The Public Health Division pays an annual fee to maintain four software licenses.

Per the County's purchasing policy, service contracts exceeding three years in length must be approved by the Board of Supervisors.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Health & Human Services Public Health
Is it Mandatory or Discretionary?	Mandatory

Is the general fund affected? No

Future fiscal impact: This agreement terms on June 30, 2018, and is included in the Fiscal Year 2017-2018 Requested Budget.

Consequences if not approved: If this agreement is not approved, the Napa County Vital Statistics Office will not be able to register birth certificates because AVSS is currently the only option available within California for birth certificate registration.

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 Automated Vital Statistics System (AVSS) is a computer system used by the local registration district, Napa County Office of Vital Statistics and local hospitals, to register births in Napa County. AVSS has been used throughout the state of California for the last 19 years and is supported by the California Department of Public Health, the University of California Santa Barbara, and local health jurisdictions throughout the state. AVSS is currently the only option available within California for birth certificate registration. Annual fees ensure that help desk support is available to the Vital Statistics Office staff during business hours Monday through Friday.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Bret Prebula