



Agenda Date: 6/7/2005

Agenda Placement: 6F

## 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:** Renewal Agreement with the University Extension-UC Davis

---

### **RECOMMENDATION**

Director of Health and Human Services requests approval of and authorization for the Chair to sign the renewal of Agreement No. 2131 with the Regents of the University of California - Davis for a maximum of \$28,900 for the term July 1, 2005 through June 30, 2006 to provide training to Health and Human Services Agency staff.

### **EXECUTIVE SUMMARY**

The University of California, through its University Extension at Davis, has developed a training program for programs administered by the Napa County Department of Social Services. The Fiscal Year 2005-2006 training will focus on retention and professional development of staff and excellence in service delivery.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Health & Human Services Administration
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Training expenses for Social Services staff (BU 501) are claimable on the County Expense Claim at 70% (Food Stamps) or 100% (Medi-Cal and CalWORKs). Expenses for non-Social Services staff are paid with budgeted county dollar.
Is the general fund affected?	Yes
Future fiscal impact:	The agreement is reviewed annually by the department.

Consequences if not approved: Accuracy in these specialized fields would potentially be minimized, resulting in possible errors in providing services and meeting regulations.

Additional Information: None

**ENVIRONMENTAL IMPACT**

There is no Environmental Impact for this item.

**BACKGROUND AND DISCUSSION**

The purpose of this contract is to promote the retention and professional development of Agency Social Services staff and to inspire excellence in the delivery of services to clients. The contractor will provide ten days of training programs selected by HHS from the UC Davis curriculum. The Training Bureau of the California Department of Social Services has approved the curriculum.

The objectives of the training are as follows:

- | Vocational Services and Public Assistance staff will enhance their technical eligibility skills;
- | Staff will enhance delivery of culturally responsive services; and
- | Staff will enhance the quality of casework and collaborative skills.

UC Davis is not a health care provider for purposes of HIPAA. This position is taken because there is no use or disclosure of protected health information by or to this vendor under this agreement.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Meegan Condon