



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 7/31/2018

Agenda Placement: 6B

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Shelli Brobst for Mary Butler - Interim 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 (Automated Vital Statistics System)

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### **RECOMMENDATION**

Interim Director of Health and Human Services requests approval of and authorization for the Chair to sign the renewal of Agreement No. 170145B with The Regents of the University of California, a California public corporation, on behalf of the Institute for Social Behavioral and Economic Research at its Santa Barbara campus for a maximum of \$600 for the term July 1, 2018 through June 30, 2019 for software licenses related to use of the Automated Vital Statistics System.

### **EXECUTIVE SUMMARY**

Today's recommended action will renew an agreement for software licenses for the Automated Vital Statistics System (AVSS). Local registration districts in California are required to use AVSS; there is no local contractor that provides this service.

Per the County's purchasing policy service contracts exceeding three years in length must be approved by the Board of Supervisors. The County has had an agreement with the Regents of the University of California in excess of 3 years.

The Regents of the University of California, a California public corporation on behalf of the Institute for Social, Behavioral, and Economic Research at its Santa Barbara campus is not a local vendor.

### **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:	The Automated Vital Statistics System (AVSS) is the only system available to register births in the state of California and is included in the Fiscal Year 2018-19 approved budget.
Consequences if not approved:	If this contract is not approved, Napa County will be unable to register births.
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 20 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.

Napa County Vital Statistics Office expects to transition to a new Electronic Birth Registration System (EBRS), which is part of the California Integrated Vital Records System (CalIVRS) in fall of 2018. All California counties will transition to the new system by June 2019. As this transition takes place, Napa County will need to maintain contracts for both AVSS licenses and technical assistance to ensure timely registration of births and receipt of data for Napa County residents who give birth in other counties.

As this transition takes place, the State is requiring counties to sign a California Integrated Vital Records System (Cal-IVERS) Data Privacy and Security Agreement with the California Department of Public Health, which the Board approved on June 12, 2018.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Ben Guerrieri