



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 8/11/2015

Agenda Placement: 6H

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Shelli Brobst for HOWARD HIMES - Director
Health & Human Services Operations
REPORT BY: Shelli Brobst, Contracts Manager - 253-4720
SUBJECT: Agreement with Communique Interpreting, Inc.

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chair to sign an agreement with Communique Interpreting, Inc., for a maximum of \$12,000 for the term August 11, 2015 through June 30, 2016, with a provision for annual renewal, to provide American Sign Language interpretation services for clients in the Child Welfare Services programs.

EXECUTIVE SUMMARY

Approval of the recommended agreement will enable the contractor to provide American Sign Language interpretation services to clients in the County's Child Welfare Services program. Since the County was previously under contract with Communique Interpreting, Inc., per the County's purchasing policy, service contracts exceeding \$50,000 and as adjusted by the annual CPI increase or exceeding three years in length must be approved by the Board of Supervisors.

Communique Interpreting, Inc., 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 Child Welfare Services

Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Approval of the requested action is discretionary in that there is no mandate to have an agreement with this provider. However, the County is mandated to provide equal access for clients who are hearing impaired. Approval of the recommended agreement will ensure that an interpreter/translator will be available for hearing impaired clients.
Is the general fund affected?	No
Future fiscal impact:	Although this agreement terminates June 30, 2016, it contains a provision for automatic renewal, which allows the County the option to continue these services in the following fiscal year.
Consequences if not approved:	If this agreement is not approved, Child Welfare Services will be unable to provide mandated American Sign Language (ASL) translation services to clients in need.

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's Health and Human Services Agency (HHSA) works with clients that are deaf or hearing impaired to access child welfare services. To comply with the Americans with Disabilities Act of 1990 (ADA), Title II - Public Entities, HHSA provides access to all programs and services offered. The ADA requires the use of "qualified interpreters." The implementing regulations define a qualified interpreter as one "who is able to interpret effectively, accurately, and impartially both receptively and expressively, using a necessary specialized vocabulary." The contractor employs Certified American Sign Language interpreters. The contractor provides on-site language interpreting, is responsible for maintaining current certifications of all interpreters and will be available for court testimony regarding translation services, if requested.

Communique Interpreting, Inc. is not a local vendor. The County's Health and Human Services Agency (HHSA) is under contract with two other vendors to provide this service, one of which is a local vendor. The County was previously under agreement with Communique Interpreting and has an established relationship with this vendor. Per the County's purchasing policy, service contracts exceeding \$50,000 and as adjusted by the annual CPI increase or exceeding three years in length must be approved by the Board of Supervisors.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Leanne Link