



Agenda Date: 8/22/2006  
Agenda Placement: 6H

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Shelli Brobst for Randy Snowden - Director  
Health & Human Services  
**REPORT BY:** Shelli Brobst, Contracts Analyst, 253-4720  
**SUBJECT:** Actions regarding Jennifer Wilson-Heun, PHN, MSN, FNP

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### **RECOMMENDATION**

Director of Health and Human Services requests approval of and authorization for the Chair to sign the following agreements with Jennifer Wilson-Heun, PHN, MSN, FNP, for the term September 1, 2006 through June 30, 2007:

1. Agreement for a maximum of \$35,000 to provide services in the Universal Perinatal Home Visitation Program; and
2. Business Associate Agreement setting forth the terms and conditions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA) Privacy Rule.

### **EXECUTIVE SUMMARY**

Approval of the requested actions will enable the contractor to coordinate prenatal and home visitation services to pregnant women and newborns in Napa County. The provision of the services involve a group of partners including the Health and Human Services Agency, Cope Family Center, Queen of the Valley Hospital, and St. Helena Hospital.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Public Health
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	This is a discretionary activity in that there is no mandate to provide these services. HHS received funding from Napa County Children and Families

Commission (First 5) for this particular purpose. Failure to approve the contract will require that the funds be returned to First 5, or an alternative plan be developed to deliver the services.

Is the general fund affected?	Yes
Future fiscal impact:	Although the agreement terminates June 30, 2007, the agreement contains an automatic renewal provision, which allows the County the option to continue these services in the following fiscal year. First 5 has funded this program for four years now, and it is anticipated that the funding will continue. If for some reason First 5 does not continue funding this program in future years, the Agency will have to develop other alternatives or discontinue the program.
Consequences if not approved:	If this agreement is not approved, the funds will need to be returned to Napa County Children and Families Commission or an alternative plan developed.
Additional Information:	None

### **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 Universal Perinatal Home Visiting Program is a collaborative project involving the Napa County Health and Human Services Maternal Child Health Division, Cope Family Center, Queen of the Valley, and St. Helena Hospital. This Program provides services to infants born to Napa County residents and their families. Families are offered four home visits by nurses: a prenatal visit, a newborn visit, and two more visits in the infant's first four months. The Program's goals are to promote attachment and child development and to link families with needed resources in the community, including finding a medical home. The Program is an outgrowth of years of multi-disciplinary interagency work and planning. HHS is the lead agency and fiscal agent for the Program.

The contractor will provide coordination among the involved partners and local medical community in order to provide all necessary Program services. The contractor will also provide nurse home visits to participants in the Program.

The approval of a Business Associate Agreement with the contractor is additionally requested. This Agreement binds the contractor to the observance of and compliance with any and all Health Insurance Portability and Accountability Act of 1996 (HIPAA) regulations and requirements.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita