



Agenda Date: 8/28/2007
Agenda Placement: 6J

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Shelli Brobst for Snowden, Randolph F. - Director
Health & Human Services
REPORT BY: Shelli Brobst, Contracts Analyst, 253-4720
SUBJECT: Actions regarding Napa Valley Child Advocacy Network, dba Parent-Child Advocacy Network, Inc.

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chair to sign the following agreements with Napa Valley Child Advocacy Network, dba Parent-Child Advocacy Network, Inc.:

1. Agreement for a maximum of \$73,500 for the term August 28, 2007 through June 30, 2008, with a provision for automatic annual renewal, to provide parent advocacy and outreach services for families under the Mental Health Services Act (MHSA) Project; 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 Parent-Child Advocacy, Inc. to provide team-based parent advocacy and outreach services. These services are required by Mental Health Services Act (MHSA) funding already received by the County. Under the County's MHSA Community Services and Supports Plan, parent advocacy and support services will be provided to participants of the County's Child and Family Full Service Partnership. Additionally, general outreach services will be provided to families of transitional-aged, adult, and older adult consumers of the mental health system. If the requested actions are approved, the contractor will also be providing respite administration and publishing a quarterly newsletter for the County's clients and families.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Mental Health

Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The requested action is discretionary in that there is no mandate to have this specific contract with this particular vendor.
Is the general fund affected?	No
Future fiscal impact:	Although the agreement terminates on June 30, 2008, it contains an automatic annual renewal provision, which allows the County to continue these services into the next fiscal year. Appropriations will be budgeted accordingly.
Consequences if not approved:	The County receives funding and is under contract with the State to fulfill the requirements of the County's Mental Health Services Act Community Services and Supports Plan. If the requested actions are not approved, the County would need to find alternate means of providing these services, or the County would be at risk of being in breach of contract with the State. The services to be provided under today's requested agreement with the contractor are consistent with the State's requirements. In the event of non-approval of the requested actions, the County may need to return the MHSA funds received for these services.
Additional Information:	The services covered under the requested agreement are 100% funded by Mental Health Services Act funding the County has already received.

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 County is under contract with the State to fulfill the requirements of the County's Mental Health Services Act (MHSA) Community Services and Supports Plan. Napa has already received funding for the implementation of its State-approved Community Services and Supports Plan. The services to be provided through today's requested actions are consistent with the State's requirements. Approval of the requested actions will require the Parent-Child Advocacy, Inc. to provide certain services, including:

- a. A 0.5 FTE Parent Advocate for family members of enrolled clients receiving intensive Wraparound services (individualized supportive services designed to do "whatever it takes" to help the child and family meet their goals for wellness and recovery) under the Full Service Partnership;
- b. General advocacy and outreach, including support groups, for family members of potential or actual consumers of mental health services;
- c. Administration of a respite service for families enrolled in the Wraparound program that provides temporary breaks for caregivers; and
- d. A quarterly newsletter devoted to issues confronting family members of those challenged with mental illness and other disabling conditions.

These services will help Napa County Mental Health improve the quality of its care to actively enrolled mental health clients by introducing a parent or family member's perspective and by promoting parents' and family members' understanding of the resources available to them, their rights, and the rights of their loved ones.

Community awareness also will be heightened through the dissemination of the newsletter, which will provide clients and family members with mental health news, resources and valuable information on topics such as wellness.

The requested actions include the approval of a Business Associate Agreement (BAA) setting forth the Health Insurance Portability and Accountability Act of 1996 (HIPAA) regulations to which the contractor is subject. The executed BAA will provide the County with assurances that the contractor will comply with any and all HIPAA requirements.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita