



Agenda Date: 8/9/2005  
Agenda Placement: 6B

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Shelli Brobst for Randolph F. Snowden - Director  
Health & Human Services  
**REPORT BY:** Shelli Brobst, Contracts Analyst, 253-4720  
**SUBJECT:** Amendment to Agreement with COPE Family Center, Inc.

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### **RECOMMENDATION**

Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 2731 with Child Abuse Prevention Services, Inc., dba COPE Family Center, increasing the amount by \$3,000 for a new maximum of \$25,000, incorporating agency-wide changes to the General Terms and Conditions, and revising the budget to provide child abuse prevention services for Fiscal Year 2005-2006.

### **EXECUTIVE SUMMARY**

This agreement funds services provided by COPE for the Child Abuse Prevention Council Coordinator position in the community-based Child Abuse Prevention Council. The amendment incorporates agency-wide changes to the General Terms and Conditions, increases the maximum dollar amount, and revises the budget for Fiscal Year 2005-2006.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Social Services
Is it Mandatory or Discretionary?	Mandatory
Is the general fund affected?	Yes
Future fiscal impact:	Although the agreement terminates June 30, 2006, the agreement contains an automatic renewal, which allows the County the option to continue these services into the next fiscal year.

Consequences if not approved: The County will be in violation of accreditation standards and best practice guidelines of a State mandate concerning the Child Abuse Prevention Council, and corresponding revenue funds will not be drawn down from the Children's Trust Fund.

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 Child Abuse Prevention Council (CAPC) has operated in Napa County for more than 20 years. CAPC's primary function is to facilitate cooperative community-wide child protective efforts. CAPC has a steering committee with 12 members and a general council with 30 child welfare service agencies and community members. CAPC is operated by COPE Family Center and its Board of Directors, which gives it full non-profit status. CAPC sets annual priorities based on current needs and trends identified by Napa County and the California State Office of Child Abuse Prevention. CAPC also pursues funding from other sources, including its own fundraising activities.

This agreement funds a Child Abuse Prevention Council Coordinator for CAPC. The amendment incorporates agency-wide changes to the General Terms and Conditions and revises the budget to reflect an increase in funding for Fiscal Year 2005-2006.

By direction of the Board of Supervisors, the Mental Health Board is responsible for receiving and approving applications for the use of Children's Trust Fund monies on an annual basis. On April 11, 2005 the Mental Health Board reviewed and approved the use of funds for this agreement for Fiscal Year 2005-2006.

The department has an executed Business Associate agreement on file with this provider.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Meegan Condon