



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

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Shelli Brobst for Randolph F. Snowden - Director
Health & Human Services
REPORT BY: Shelli Brobst, Contracts Analyst, 253-4720
SUBJECT: Amendments to Agreements with Boys and Girls Club, COPE Family Center and Duerr
Evaluation Resources

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chair to sign the following amendments regarding the Safe and Drug Free Schools and Communities Grant:

1. Amendment No. 2 to Agreement No. 6255 with COPE Family Center, incorporating agency-wide changes to the General Terms and Conditions, increasing the amount by \$26,338 for a new maximum of \$115,979, revising the Scope of Work to include educational trainings for parents to be held in American Canyon, and revising the budget for Program Year 2004-2005 and subsequent years;
2. Amendment No. 3 to Agreement No. 6245 with Mark Duerr, dba Duerr Evaluation Services, incorporating agency-wide changes to the General Terms and Conditions, increasing the amount by \$2,988 for a new maximum of \$18,213, revising the budget for Program Year 2004-2005, and establishing a maximum of \$18,038 for Program Year 2005-2006; and
3. Amendment No. 3 to Agreement No. 6254 with the Boys and Girls Club of Napa Valley, incorporating agency-wide changes to the General Terms and Conditions, increasing the amount by \$15,394 for a new maximum of \$65,272 and revising the budget for Program Year 2004-2005 and subsequent years.

EXECUTIVE SUMMARY

Napa County received a grant from the State Department of Alcohol and Drug Programs to provide youth skills training and environmental prevention services under the Safe and Drug Free Schools and Communities Grant. COPE Family Center provides home visitation and parent education services to families of youth ages 10-14. Duerr Evaluation Resources conducts program evaluation services including establishing baseline data, data analysis and reporting. The Boys and Girls Club facilitates skill development groups and a community service youth club for youth ages 10-14. These agreements are being amended to include the additional funding HHSA received from the State for Program Year 2004-2005, which ends August 31, 2005.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Substance Abuse Services
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	These contracts are fully funded by categorical alcohol and drug funds received by Napa County from the State Department of Alcohol and Drug Programs for the Safe and Drug Free Schools and Communities Grant. These agreements have no general fund impact.
	Amendments to these agreements for Program Year 2004-2005 were approved by the Board in March 2005. Since then, the State revised the Program Year 2004-2005 budget, necessitating these amendments.
Is the general fund affected?	No
Future fiscal impact:	Although the agreements terminate August 31, 2005, they contain an automatic renewal provision, which allows the County the option to continue these services in the following fiscal year.
Consequences if not approved:	The County will not be able to claim the full Safe and Drug Free Schools grant award.
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

Under the COPE agreement, home visitors assist families in accessing resources and developing parenting skills to improve family functioning. Services are provided in English and Spanish. In addition, COPE provides a six-week parent education curriculum (in Spanish and English) that assists families in developing communication skills, builds family cohesion and assists parents in guiding their children through the challenges of adolescence. Target families include families of youth in prevention programs, families in substance abuse treatment with children 10-14, and families with children 10-14 who are receiving mental health services. The amendment incorporates agency-wide changes to the General Terms and Conditions, revises the Scope of Work to include a new parent education course in American Canyon, increases the maximum amount of the agreement for Program Year 2004-2005 (September 1, 2004 through August 31, 2005) and for subsequent program years, since the agreement has an automatic renewal provision. When HHS receives from the State the budget for Program Year 2005-2006, an additional amendment may be required.

Duerr Evaluation Resources conducts program evaluation services including data analysis and reporting on the Safe and Drug Free Schools and Communities grant that Napa County received from the State Department of

Alcohol and Drug Programs. The grant provides family-based prevention and youth skills training services. Federal guidelines require that programs funded through Safe and Drug Free Schools and Communities engage in program evaluation to measure program effectiveness. The amendment incorporates agency-wide changes to the General Terms and Conditions, increases the maximum amount for Program Year 2004-2005 (September 1, 2004 through August 31, 2005), and establishes the maximum amount for Program Year 2005-2006 (September 1, 2005-August 31, 2006). When HHSA receives from the State the budget for Program Year 2005-2006, an additional amendment may be required.

The Boys and Girls Club facilitates skill development groups using the SMART Moves program for youth ages 10-14. The SMART Moves program is an eight-week curriculum that covers a range of life skill development areas such as communication skills, decision-making, conflict management, and drugs and alcohol. Upon completion of the curriculum, participants "graduate" into Torch Club, a service club for middle school youth. Through their participation in Torch Club, youth are involved in community service projects that address environmental alcohol and tobacco issues that are of concern to youth such as binge drinking, youth access to alcohol and tobacco, and media. The amendment incorporates agency-wide changes to the General Terms and Conditions and increases the maximum compensation for Program Year 2004-2005 (September 1, 2004 through August 31, 2005) and for subsequent program years, since the agreement has an automatic renewal provision. When HHSA receives from the State the budget for Program Year 2005-2006, an additional amendment may be required.

Duerr Evaluation Resources, COPE Family Center and the Boys and Girls Club of Napa Valley are not health care providers for purposes of HIPAA. This position was taken because there is no use or disclosure of protected health information by or to the vendors under these agreements.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Meegan Condon