



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 9/1/2020

Agenda Placement: 6B

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** RONALDH ABERNETHY - Public Defender  
Public Defender  
**REPORT BY:** Cheryl Cobleigh, Legal Office Manager - 253-6137  
**SUBJECT:** Action regarding Agreement for Immigration Consultant

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### **RECOMMENDATION**

Public Defender requests authorization for the Chair to sign an agreement with Polly Webber, Immigration Consultant, for a maximum of \$9,360 per year for the term June 1, 2020, through June 30, 2023.

### **EXECUTIVE SUMMARY**

Approval of today's recommended action will enable the contractor to continue providing immigration consultation for Public Defender attorneys.

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. Ms. Webber's services to the Public Defender's Office have exceeded three years.

### **FISCAL & STRATEGIC PLAN IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Public Defender
Is it Mandatory or Discretionary?	Mandatory
Is the general fund affected?	Yes
Future fiscal impact:	This Agreement contains a provision for three years. Appropriations

will be included in future fiscal year budgets through the 2022-2023.

Consequences if not approved: If this Agreement is not approved, the Public Defender will be at risk of not providing immigration consultation services for its clients.

County Strategic Plan pillar addressed: Collaborative and Engaged Community

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**

The Public Defender provides its attorneys with an immigration consult to fulfill the Office's obligation to assist clients with immigration questions and consequences. Over the years, immigration has become a complex issue and the immigration consult offers vast knowledge for Public Defender attorneys.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Susan Kuss