



Agenda Date: 9/12/2006
Agenda Placement: 6D

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Shelli Brobst for Randy Snowden - Director
Health & Human Services
REPORT BY: Shelli Brobst, Contracts Analyst, 253-4720
SUBJECT: Amendment No. 1 to Memorandum of Understanding No. 3484 with the California Department of Health Services (HIV/AIDS Surveillance Program)

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 1 to Memorandum of Understanding No. 3484 with the California Department of Health Services revising the budgets for Fiscal Years 2005-2006 and 2006-2007 for HIV/AIDS surveillance, with no change to the contract maximum.

EXECUTIVE SUMMARY

The California Department of Health Services (CDHS) receives specific federal allocations for AIDS services. CDHS distributes these funds to the County through a Master Agreement with three subordinate MOUs. Approval of the amendment to the HIV/AIDS Surveillance MOU will revise the budget categories for the Fiscal Year 2005-2006 and Fiscal Year 2006-2007 funds, with no change to the contract maximum.

FISCAL IMPACT

Is there a Fiscal Impact? No

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 California Department of Health Services (CDHS) receives and distributes specific federal allocations for AIDS services, using a "Master Grant Agreement" to recite general conditions. The maximum amount of Agreement No. 3409 with CDHS (\$120,734 per fiscal year, for a total allocation amount of \$362,202) equals the total of three subordinate Memoranda of Understanding. These MOUs are developed separately to prescribe program terms and conditions administered through the CDHS Office of AIDS.

Memorandum of Understanding No. 3484 (\$15,000 per fiscal year/\$45,000 total allocation) provides funding for AIDS surveillance activities. The County subcontracts with Jim Carr for the provision of these services. The purpose of the surveillance program is to review death records to identify unreported cases of HIV/AIDS. The State required the County to revise the budget so that funds are paid from the appropriate category for reporting purposes. The budget revision will move \$15,000 from the "Personnel" and "Operating Expenses" categories to the "Other Costs" category to reflect the fact that Napa County subcontracts this service to a private provider. There is no change to the maximum amount of the MOU.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita