



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

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Alice Hughey for Randy Snowden - Director
Health & Human Services
REPORT BY: Shelli Brobst, Contracts Analyst, 253-4720
SUBJECT: Agreement with Allen, Shea & Associates (Child Welfare Services Reports)

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chair to sign an agreement with Allen, Shea & Associates for a maximum of \$26,000 for the term September 12, 2006 through June 30, 2007 to provide assistance and consultation on the County Self-Assessment and County System Improvement Plan reports required of the Child Welfare Services Division under Assembly Bill 636.

EXECUTIVE SUMMARY

Approval of this agreement will allow Allen, Shea & Associates to assist in the preparation of the County Self-Assessment and County System Improvement Plan reports that are required of the Child Welfare Services Division under Assembly Bill 636. The contractor will complete the reports according to the guidelines provided by the California Department of Social Services and in consultation with the Napa County Child Welfare Services Director.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	Child Welfare Services allocation and County General Fund
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	This is a discretionary activity in that there is no mandate for the provision of these services by a specified entity. However, HHSA has been mandated by the State to submit reports on the County Self-Assessment, Targeted Peer Quality Case Review, and County System Improvement Plan. These reports are required as part of the new accountability structure to Child Welfare

Services as outlined in Assembly Bill (AB) 636.

Approval of this agreement will allow Allen, Shea, & Associates to receive payment for services involving the development and preparation of these reports in coordination with HHSa.

Is the general fund affected?	Yes
Future fiscal impact:	The agreement terminates June 30, 2007.
Consequences if not approved:	If this agreement is not approved, HHSa will not be able to engage this contractor to assist in the completion of the County Self-Assessment and County System Improvement Plan reports. Failure to complete the reports in a timely manner may jeopardize the County's compliance with State mandates.
Additional Information:	Funding for this agreement was not included in the Fiscal Year 2006-2007 budget because the level of funding to be received for these activities was unknown during the budget's preparation. If no funding had been received, existing staff would have been used to accomplish the mandated activities. The provision of other services would have suffered. However, since an increase to the CWS allocation has since been received, staff recommends engaging Allen & Shea to perform these activities, funded by increases in the Child Welfare Services allocation received in Fiscal Year 2006-2007 and budgeted County General Fund.

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

Assembly Bill (AB) 636, which became law on January 1, 2004, brought a new accountability structure to Child Welfare Services in the State of California. Under this law, each county is required to participate in a three-part system consisting of:

1. County Self-Assessment
2. Targeted Peer Quality Case Review (PQCR)
3. County System Improvement Plan (SIP)

Napa County has completed initial activities for each component above and is now beginning second-round implementation of the system. The second round utilizes previous activities, as well as quarterly data reports indicating the County's performance in meeting desired outcome indicators, and requires that the County solicit new information from stakeholder groups, which will be incorporated into newly developed strategies for continued improvement.

The County Self-Assessment is due to the State in February 2007, and the County System Improvement Plan is due to the State by June 2007. Allen, Shea & Associates will coordinate the input of community partners, plan and

direct community meetings, participate in training, and analyze outcome data necessary for the completion of the reports. The contractor will be reimbursed for stipends, childcare, refreshments, and other expenses incurred as a result of the stakeholder meetings. The contractor will complete the reports according to the guidelines provided by the California Department of Social Services and in consultation with the Napa County Child Welfare Services Director. The contractor will also collaborate with the Child Welfare Services Director to present the completed reports to the Board of Supervisors. In addition, the contractor will provide a written analysis of the results of the Peer Quality Case Review process that was completed in June 2006.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita