



Agenda Date: 9/13/2005  
Agenda Placement: 6D

## 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:** Actions regarding the INCLUSION Program

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### **RECOMMENDATION**

Director of Health and Human Services requests approval of and authorization for the Chair to sign renewals of the following agreements to provide job-related training and counseling services to clients of the Training and Employment Center's INCLUSION Program, each for the term October 1, 2005 through September 30, 2006:

1. Agreement No. 6029 with Napa Personnel Systems for a maximum of \$10,000; and
2. Agreement No. 6030 with Goodwill Industries of the Redwood Empire for a maximum of \$10,000.

### **EXECUTIVE SUMMARY**

The INCLUSION Program is a federally funded, four-county project to build the capacity of the workforce development system, specifically the One Stop Employment Center, to serve people with disabilities. Napa Personnel Systems and Goodwill Industries of the Redwood Empire provide services for this Program.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Training and Employment Center
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The Agreements are fully reimbursed from the annual funding for the INCLUSION program.
Is the general fund affected?	No

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Future fiscal impact: The Agreements expire on September 30, 2006, which coincides with the grant termination.

Consequences if not approved: If these Agreements are not approved, Napa County will not be able to provide the level of direct service to participants required under the terms of the grant.

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 purpose of the INCLUSION project is to build a network of providers that are available to assist persons with disabilities to obtain and maintain unsubsidized employment. North Bay Employment Connection is the grantee, and HHSA provides oversight and coordination of INCLUSION project operations in Napa. The vehicle developed to expand the provider network is the INCLUSION Eligible Services Provider List (ESPL). The ESPL, which is modeled after the Workforce Investment Act's Eligible Training Provider List (ETPL), is a listing of providers who are eligible to receive INCLUSION funds for services they provide. The State developed and maintains ESPL. Napa Personnel Systems and Goodwill provide job coaching and employment services to people with disabilities and were selected because they are part of the INCLUSION Eligible Services Provider List.

Napa Personnel Systems and Goodwill are not health care providers for purposes of HIPAA. This position is being taken because there is no use of protected health information by or to the vendors under these Agreements.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita