



Agenda Date: 9/27/2005  
Agenda Placement: 6B

## 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:** Amendment No. 3 to Agreement with Napa Valley College

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### **RECOMMENDATION**

Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 3 to Agreement No. 6281 with Napa Valley College extending the term through September 30, 2006 to provide small business plan development training for clients participating in the INCLUSION Program.

### **EXECUTIVE SUMMARY**

Napa Valley College's Small Business Development Center provides customized training for persons with disabilities who are interested in self-employment/micro-enterprise opportunities. The amendment extends the term of the agreement through September 30, 2006 to allow additional participants to complete training courses.

### **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:	This agreement is funded in full by INCLUSION federal grants. The amendment does not increase the maximum amount but extends the term of the agreement through September 30, 2006, which coincides with the grant termination.
Is the general fund affected?	No
Future fiscal impact:	The agreement is reviewed annually by the department.

Consequences if not approved: INCLUSION funding will revert to the State.

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**

Napa Valley College's Small Business Development Center provides small business plan development, counseling and mentoring services to clients participating in the Health and Human Services Agency's INCLUSION program. INCLUSION is a grant program to test customized employment strategies in the One-Stop workforce development system for persons with disabilities. The contract with the College is currently scheduled to terminate on September 30, 2005. Since the contract maximum has not been exhausted, this amendment extends the term of the agreement through September 30, 2006 to allow additional participants to complete training courses.

The department has an executed Business Associate agreement on file for this provider.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita