

**MEMORANDUM  
PLACER COUNTY HEALTH AND HUMAN SERVICES  
Administrative Services**

**TO:** Honorable Board of Supervisors

**FROM:** Richard J. Burton, M.D., M.P.H.,  
Placer County Health Officer and Director of Health & Human Services  
Bob Dunstan, Director of Administrative Services for HHS

**DATE:** May 27, 2008

**SUBJECT:** Resolution to Approve Health and Human Services Contracts and Non-Monetary Cooperative Agreements

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**ACTION REQUESTED:**

Adopt the attached Resolution, authorizing the Director of Health and Human Services, with concurrence of CEO, County Counsel, and Risk Management, to:

- a. Execute 40 listed agreements and subsequent amendments, providing the expenditure agreements remain within 110% of the prior term's amount. The total funding received for the nine revenue agreements is estimated at \$1,286,843. The current total of the 31 expenditure agreements is \$2,664,298, of which 12.4% or \$331,133 is County General Fund.
- b. Authorize the Director of Health and Human Services to submit applications and accept grants and revenue contracts from government or non-profit agencies in amounts under \$50,000, as well as execute non-monetary cooperative agreements with other entities.

**BACKGROUND:**

The Health and Human Services Department administers approximately 225 contractual agreements, with the majority requiring Board of Supervisors approval. In prior years, each contract was submitted under a separate cover memorandum considered for approval on an individual basis. This represented a very large effort on the part of HHS, County Counsel, CEO, and the Board of Supervisors. As HHS does not have the capacity to negotiate and process all of these agreements simultaneously, this now occurs over an extended period of time.

This time-saving arrangement was first approved by your Board on October 23, 2001, and has been successfully utilized over the past seven years. It is estimated that more than \$14,000 in staff time will be saved by approving these 40 agreements in one Board action. However, approval of these agreements in no way obligates the County to move forward with any agreement should funding or other circumstances change.

These agreements provide a variety of vital services to the community and residents, including veterinary services, AIDS/HIV counseling services, residential and housing services for the mentally ill, inpatient psychiatric services, medical services, and adoption planning services. The following criteria were used to select these agreements:

- Recurring revenue and expenditure agreements with a total contract amount of less than \$250,000 each
- Agreements to be executed with effective beginning dates during the FY 2008/09 fiscal year
- Agreements that do not currently require a competitive bid/proposal process

This resolution allows a potential change of up to 10% on expenditure agreements to allow for possible changes in normal operational costs within the existing scope of services. However, due to management efforts to mitigate current funding constraints, expenditure contracts covered in this request have, on average, declined about 20%.

In addition, authorization is requested to submit applications and execute grants and revenue contracts of less than \$50,000, and execute non-monetary cooperative agreements such as Memoranda of Understanding, in order to expedite the acceptance of funding and operational agreements between the Department of Health and Human Services and other entities. Each contract would be subject to prior approval by Risk Management and County Counsel.

**FISCAL IMPACT:**

All listed contracts were recommended for funding in the Department's FY 2008/09 requested budget. The total anticipated value of the nine revenue agreements, based on current year funding levels, is \$1,286,843. The current value of the 31 listed expenditure agreements is \$2,664,298, of which 12.4% or \$331,133 is County General Fund. Expenditure agreements executed as a result of this Resolution will remain within 110% of the prior term's amount, and are contingent upon available funding.

**Before the Board of Supervisors  
County of Placer, State of California**

In the matter of:

Resolution No: \_\_\_\_\_

**Authorizing the Director of Health and Human Services, with concurrence of the CEO, County Counsel, and Risk Management, to execute the 40 specified contractual agreements and subsequent amendments, as well as applications, grants and revenue contracts under \$50,000, and non-monetary cooperative agreements.**

Ord. No.: \_\_\_\_\_

First Reading: \_\_\_\_\_

The following Resolution was duly passed by the Board of Supervisors of the County of Placer at a regular meeting held **May 27, 2008**, by the following vote on roll call:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

\_\_\_\_\_  
Chairman, Board of Supervisors

Attest: \_\_\_\_\_  
Clerk of said Board

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**BE IT HEREBY RESOLVED** that the Board of Supervisors of the County of Placer, State of California, adopts this resolution, hereby authorizing the Director of the Department of Health and Human Services, with concurrence of the CEO, County Counsel, and Risk Management, to execute the 40 specified contractual agreements and subsequent amendments on behalf of Placer County, providing the expenditure agreements remain within 110% of the prior term's amount, as well as to submit applications and accept grants and revenue contracts from government or non-profit agencies in amounts under \$50,000, and to execute non-monetary cooperative agreements.

**Specific Agreements Included in "Super-Reso" Delegated Authority granted to the Director of Placer County Health and Human Services by the Placer County Board of Supervisors on May 27, 2008**

APPN	Provider or Funding Source	Type of Agreement	Description	Prior Term and Funding Level Information				Funding Source Information for Expenditure Agreements					
				Start Date	End Date	Contract Amount	Contract Number	Federal	State	Other	Realignment	County General Fund	
22390	Peterson, Roberta Lynn, D.V.M.	Expenditure	Veterinary Services	1/1/2008	12/31/2008	\$65,000.00	CN005297						100%
42000	California State Assoc of Counties (CSAC)	Expenditure	WCDS Systems Management	7/1/2007	6/30/2008	\$59,768.00	CN005336		100%				
42000	Mary Egan Consulting	Expenditure	Assessment & coaching of HHS managerial staff	7/1/2006	6/30/2008	\$30,000.00	CN005393						100%
42760	CA Dept. of Public Health	Revenue	Emergency Medical Services Appropriation (EMSA) Agreement	7/1/2007	6/30/2008	\$82,540.00	N/A						
42760	Placer County Office of Education (PCOE)	Grant	Community Challenge Sub-Grant	7/1/2007	6/30/2008	\$113,620.00	05-45302						
42760	Sacramento County DHHS	Revenue	Funding for Ryan White C.A.R.E. Act program services	3/1/2008	2/28/2009	\$187,276.00	7275-08/09-706						
42760	Sierra Foothills AIDS Foundation	Expenditure	AIDS/HIV Counseling, Case Management, and full continuum of care for patients with HIV	8/1/2007	6/30/2008	\$202,456.00	CN005311	100%					
42820	El Dorado County	Revenue	Solid waste permitting and enforcement services	7/1/2007	6/30/2008	\$96,500.00	#611-PHD0507						
42930	Advocates for the Mentally Ill Housing (AMIH)	Expenditure	Housing Collaboration Program	7/1/2007	6/30/2008	\$128,000.00	CN005307		100%				
42930	CA Dept. of Alcohol and Drug Programs	Grant	Drug Court Partnership Grant	7/1/2007	6/30/2008	\$168,360.00	DCP-07/08-31						
42930	CA Dept. of Alcohol and Drug Programs	Grant	Comprehensive Drug Court Implementation Program Notice of Grant Award	1/1/2008	12/31/2008	\$96,227.00	CDCI-07/08-31						
42930	CA Dept. of Mental Health	Revenue	CONREP judicially committed & mentally disordered offender (MDO) clients	7/1/2007	6/30/2008	\$168,126.00	07-77055-000						
42930	Child Abuse Prevention Council of Placer County	Expenditure	Transitional Age Youth Full Service Partnership	10/10/2006	10/9/2008	\$139,725.00	CN005357		100%				
42930	City of Roseville	Expenditure	Roseville Transit Voucher Program (fixed route passes )	2/17/2004	2/16/2009	\$130.00	N/A						100%
42930	Davis Guest Home	Expenditure	Residential Care Home Program	1/1/2007	6/30/2008	\$150,000.00	CN005345					40%	60%
42930	Nevada County Behavioral Health Dept.	Revenue	Use of Cirby Hills Facility (PHF) for in-patient psychiatric services	8/14/2007	6/30/2008	\$250,000.00	CN005306						
42930	North Tahoe Fire Protection District	Expenditure	Transportation of 5150 clients from Tahoe Area	7/1/2007	6/30/2008	\$40,000.00	CN005314					40%	60%
42930	Pride Industries	Expenditure	Provide work situational assessments and employment services to AB2034 Homeless	7/1/2007	6/30/2008	\$25,000.00	CN005304		100%				
42930	Streamline Consulting Group, Inc.	Expenditure	Facilitation and Planning Services	9/1/2006	8/31/2008	\$246,625.00	CN005354		100%				
42930	Whole Person Learning	Expenditure	Transitional Age Youth Full Service Partnership	10/10/2006	10/9/2008	\$109,350.00	CN005358		100%				

39

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				Start Date	End Date	Contract Amount	Contract Number	Federal	State	Other	Realignment	County General Fund
42950	California Family Health Council, Inc.	Grant	Title X Family Planning Services	1/1/2008	12/31/2008	\$124,194.00	3003-5320-71209-08					
42950	Tahoe Forest Hospital	Expenditure	Mid-Level Practitioner for Kings Beach Clinic	7/1/2007	6/30/2008	\$20,000.00	CN005323		100%			
42970	Big Brothers/Big Sisters of the Greater Sacto Area	Expenditure	Mentoring services for children & families	7/1/2006	6/30/2008	\$39,000.00	CN005365		70%		12%	18%
42970	California Institute of Mental Health (CIMH)	Expenditure	Consulting, Training, and Planning Services	10/1/2007	6/30/2008	\$25,000.00	CN005288		100%			
42970	Child Abuse Prevention Council of Placer County	Expenditure	Family & Community Prevention Services	1/1/2006	6/30/2008	\$84,500.00	CN012179	100%				
42970	Child Abuse Prevention Council of Placer County	Expenditure	Kinship Support Services Program	1/1/2008	6/30/2008	\$180,000.00	CN005284		100%			
42970	DeLapp, Lynn	Expenditure	CWS System Improvement Consulting Services	7/1/2007	6/30/2008	\$60,000.00	CN005331	30%	60%			10%
42970	Henderson, Gary L.	Expenditure	LCSW, MFT Intern Supervision Training	7/1/2007	6/30/2008	\$35,800.00	CN005335	42%	33%		10%	15%
42970	Herrera, Elisa	Expenditure	Contract Coordinator for the Latino Leadership Council	9/1/2007	10/31/2008	\$102,000.00	CN005305	100%				
42970	Lighthouse Counseling & Family Resource Ctr	Expenditure	Bilingual, bi-cultural family & community prevention services	1/1/2006	6/30/2008	\$81,355.00	CN012181	100%				
42970	North Tahoe Family Resource Center	Expenditure	Bilingual, bi-cultural family & community prevention services	1/1/2006	6/30/2008	\$80,000.00	CN012180	100%				
42970	Placer County Office of Education (PCOE)	Expenditure	Consultation and Supervision of School Based Day Treatment Programs	7/1/2007	6/30/2008	\$71,000.00	CN005328	40%	35%	25% - Office of Education		
42970	Placer County Office of Education (PCOE)	Expenditure	Integrated Services Mgr. Foster Youth Services Program	7/1/2007	6/30/2008	\$49,875.00	CN005300	30%	20%		20%	30%
42970	Public Consulting Group, Inc.	Expenditure	Social Security Benefit Procurement Program	7/1/2007	6/30/2008	\$160,000.00	CN005337	30%	20%		20%	30%
42970	Sierra Adoption Services	Expenditure	Provide permanency planning services for children in foster care	7/1/2006	6/30/2008	\$120,000.00	CN005389		100%			
42970	Sierra Family Services, Inc.	Expenditure	Bilingual, bi-cultural family & community prevention services	1/1/2006	6/30/2008	\$159,739.00	CN012182	100%				
42970	University of California - Davis	Expenditure	Child Welfare training program	7/1/2007	6/30/2008	\$51,000.00	CN005298	42%	33%		10%	15%
42970	Whole Person Learning	Expenditure	SAMHSA-funded Transition Age Youth program	1/1/2006	6/30/2008	\$105,975.00	CN012183	100%				
53020	Salvation Army, The	Expenditure	Winter Homeless Voucher Program	10/1/2007	4/30/2008	\$33,000.00	CN005295					100%
53070	Stern Consulting	Expenditure	Revenue maximization financial consulting services	7/1/2007	6/30/2008	\$10,000.00	CN005308	90%	8%			2%

**Total Contributions to Expenditure Contracts by Funding Source**

**\$ 970,843.50 \$ 1,213,037.00 \$ 17,750.00 \$ 131,335.00 \$ 331,332.50**

46