



COUNTY OF HUMBOLDT

For the meeting of: 2/19/2019

File #: 19-216

To: Board of Supervisors
From: DHHS: Administration
Agenda Section: Consent

SUBJECT:

First Amendment with Express Services, Inc. Regarding the Referral of Temporary Employees for the Department of Health & Human Services

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute, the attached first amendment to the professional services agreement with Express Services, Inc. regarding the referral of temporary employees for the period of Sept. 20, 2018 through June 30, 2019 increasing the maximum amount payable from \$56,396 to \$112,792; and
2. Direct the Clerk of the Board to return two fully executed original copies of the attached first amendment to the professional services agreement with Express Services, Inc. to the Department of Health & Human Services - Contract Unit for further processing.

SOURCE OF FUNDING:

Social Services Fund

DISCUSSION:

In late September, 2018, the Department of Health & Human Services (DHHS) entered into an agreement with Express Services, Inc. to quickly hire temporary employees to assist DHHS - Child Welfare Services staff with clerical duties related to the judgment cooperatively negotiated by the California Attorney General, the Humboldt County Sheriff's Office, and DHHS, and accepted by the Superior Court of Humboldt County on Feb. 14, 2018.

The project was expected to last approximately 4 months; however, due to unforeseen circumstances the project is anticipated to extend beyond this initial period and conclude at the end of Fiscal Year (FY) 2018-19 on June 30, 2019.

Accordingly, DHHS recommends that the Board approve, and authorize the Chair of the Board, to execute, the attached first amendment to the professional services agreement with Express Services, Inc. to continue providing temporary employees to assist DHHS - Child Welfare Services staff with the

clerical duties related to the California Attorney General settlement.

FINANCIAL IMPACT:

The attached first amendment to the professional services agreement with Express Services, Inc. will increase the maximum amount payable thereunder from \$56,396 to \$112,792 for the period ending June 30, 2019.

Expenditure appropriations related to the attached first amendment to the professional services agreement with Express Services, Inc. have been included in the approved FY 2018-2019 DHHS - Child Welfare Services budget unit 1160-508. There is no impact to the General Fund.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by protecting vulnerable populations and enforcing laws and regulations to protect residents.

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Your Board could choose to not approve the attached first amendment to the professional services agreement with Express Services, Inc. However, this action is not recommended because it would significantly slow down the clerical duties being performed related to the California Attorney General settlement.

ATTACHMENTS:

1. First Amendment to the Professional Services Agreement with Express Services, Inc. Regarding the Referral of Temporary Employees to DHHS
2. Professional Services Agreement with Express Services, Inc.

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A