



# COUNTY OF HUMBOLDT

For the meeting of: 9/15/2020

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File #: 20-1129

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**To:** Board of Supervisors

**From:** DHHS: Administration

**Agenda Section:** Consent

**SUBJECT:**

Professional Services Agreement with the University of California, Davis Regarding the Provision of Training Services to Department of Health and Human Services Staff

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Waive the requirements of the Humboldt County Nuclear-Free Ordinance with regard to the attached professional services agreement with the University of California, Davis;
2. Approve, and authorize the Chair of the Board to execute, the attached professional services agreement with the University of California, Davis regarding the provision of training services to Department of Health and Human Services staff in the amount of \$27,668 for the period of July 23, 2020 through June 30, 2021;
3. Authorize the Department of Health and Human Services - Director, or a designee thereof, to execute any and all subsequent amendments to the attached professional services agreement with the University of California, Davis, after review and approval by County Counsel, Risk Management and the County Administrative Office; and
4. Direct the Clerk of the Board to return one fully executed original copy of the attached professional services agreement with the University of California, Davis to the Department of Health and Human Services - Contract Unit for further processing.

**SOURCE OF FUNDING:**

Social Services Fund - Fund 1160

**DISCUSSION:**

The Department of Health and Human Services (DHHS) has been contracting with the University of California, Davis (UC Davis) for the provision of state and federally mandated training since 1990. The training services provided by UC Davis are directly relevant to the issues faced by DHHS personnel.

The attached professional services agreement will allow DHHS personnel, to receive up to 7 days of virtual training over the next fiscal year. The training will center around professional development and include, without limitation, a needs assessment, curriculum planning and implementation, instructional

and student services, instructional materials, evaluation and feedback and any other training related services. It should be noted that the Board must waive the requirements of the Humboldt County Nuclear-Free Ordinance in order to approve the attached professional services agreement, since UC Davis is a part of the University of California system which has administrative responsibility for a facility involved in nuclear research. The attached professional services agreement with UC Davis comes to the Board after the start date thereof due to unexpected delays in the contract development process.

Accordingly, DHHS recommends that the Board of Supervisors approve, and authorize the Chair of the Board to execute, the attached professional services agreement with UC Davis regarding the provision of training services to DHHS staff for the period of July 23, 2020 through June 30, 2021. It is also recommended that the Board authorize the DHHS Director, or a designee thereof, to execute any and all subsequent amendments to the attached professional services agreement with UC Davis, after review and approval by County Counsel, Risk Management and the County Administrative Office, in order to avoid any unnecessary delays in the provision of needed training services.

FINANCIAL IMPACT:

The attached professional services agreement with UC Davis has a maximum amount payable of \$27,668 for the period of July 23, 2020 through June 30, 2021. However, in the event local, state or federal funding is reduced or eliminated, the County of Humboldt may reduce the above-referenced maximum amount payable or terminate the attached professional services agreement with UC Davis in its entirety.

Expenditure appropriations related to the attached professional services agreement with UC Davis have been included in the approved fiscal year 2020-2021 budget for DHHS - Social Services budget unit 1160-511. Funding for the attached professional services agreement with UC Davis is available through a combination of state and federal revenues received by DHHS for staff development. As a result, approval of the attached professional services agreement with UC Davis will not impact the Humboldt County General Fund.

STRATEGIC FRAMEWORK:

The recommended actions support the Board of Supervisors' Strategic Framework by creating opportunities for improved safety and health.

OTHER AGENCY INVOLVEMENT:

UC Davis

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose not to approve the attached professional services agreement with UC Davis regarding the provision of training services to DHHS staff. However, this alternative is not recommended since it will not allow DHHS staff to receive state and federally mandated training.

ATTACHMENTS:

1. Professional Services Agreement with the University of California, Davis Regarding the

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Provision of Training Services to Department of Health and Human Services Staff for Fiscal Year 2020-2021

**PREVIOUS ACTION/REFERRAL:**

Board Order No.: N/A

Meeting of: N/A

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