



# COUNTY OF HUMBOLDT

For the meeting of: 7/2/2024

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File #: 24-1021

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**To:** Board of Supervisors

**From:** DHHS: Administration

**Agenda Section:** Consent

**Vote Requirement:** Majority

**SUBJECT:**

Renewed Professional Services Agreement in the Amount of \$197,625 with the University of California, Davis Regarding the Provision of Training Services to the 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 an amount not to exceed \$197,625 for the period of July 1, 2024, through June 30, 2025;
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.

**STRATEGIC PLAN:**

This action supports the following areas of your Board's Strategic Plan.

Area of Focus: Core Services/Other

Strategic Plan Category: 9999 - Core Services/Other

**DISCUSSION:**

The Humboldt County 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 50 days of online and/or on-site training at various DHHS locations over the next fiscal year. 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.

Accordingly, DHHS recommends 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 1, 2024, through June 30, 2025. Staff also recommends 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.

**SOURCE OF FUNDING:**

Social Services Fund (1160-511) 1160511 507000, 1160511 526000, 1160511 504025

**FINANCIAL IMPACT:**

<i>Expenditures (1160-511)</i>	<b>FY24-25</b>	<b>FY 25-26</b>
<i>Budgeted Expenses</i>	<b>\$197,625</b>	<b>\$207,506</b>
<i>Total Expenditures</i>	<b>\$197,625</b>	<b>\$207,506</b>
<i>Funding Sources (1160-511)</i>	<b>FY24-25 Projected*</b>	
<i>State/Federal Funds</i>	<b>\$197,625</b>	<b>\$207,506</b>
<i>Total Funding Sources</i>	<b>\$197,625</b>	<b>\$207,506</b>

*\*Projected amounts are estimates and are subject to change.*

**Narrative Explanation of Financial Impact:**

The attached professional services agreement with UC Davis has a maximum amount payable of \$197,625 for the period of July 1, 2024, through June 30, 2025. 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 2024-2025 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. Social Services submits an annual training plan, these expenses are identified as staff development on the quarterly expense claim and reimbursed on a ratio that is based on reported activities. The estimated percentage reimbursement is 57% federal, 16% state and 27% local funds.

DHHS - Social services is anticipated to end FY 2023-24 with a negative fund balance. The department is in the process of evaluating its contracts and will return to the Board with an update to correct its fund balance.

**STAFFING IMPACT:**

**Narrative Explanation of Staffing Impact:**

Approval of the attached professional services agreement with UC Davis will allow staff to maintain training that is necessary in providing mandated services to the public. The agreement will not impact current staffing levels.

**OTHER AGENCY INVOLVEMENT:**

None

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

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**PREVIOUS ACTION/REFERRAL:**

Meeting of: 06/10/14; 05/26/15; 06/28/16; 06/27/17; 07/10/18; 07/09/19; 6/23/20; 10/5/21; 5/24/22; 06/13/2023  
File No.: 14-0369; 15-554; 16-4641; 17-2011; 18-824; 19-1006; 20-723; 21-1336; 22-630; 23-761