



COUNTY OF HUMBOLDT

AGENDA ITEM NO.

For the meeting of: August 15, 2017

Date: June 30, 2017

To: Board of Supervisors

From: Connie Beck, Director *MS for Connie Beck*
Department of Health and Human Services—Public Health

Subject: First Amendment to the Professional Services Agreement with Northern California Indian Development Council for Nutrition Education and Obesity Prevention Program Native American Pilot Project

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the first amendment to the Professional Service Agreement with the Northern California Indian Development Council (NCIDC) to increase the total from \$18,000 to \$94,176 in Fund 1175, Budget Unit 433, Nutrition and Physical Activity for the term of February 2, 2017 through September 30, 2017.
2. Authorize the Chair of the Board to sign three (3) originals of the agreement.
3. Direct the Clerk of the Board to return two (2) fully executed original agreements to the Department of Health and Human Services (DHHS), Contract Unit.

SOURCE OF FUNDING:

Public Health Fund

Prepared by Megan Montgomery, Admin Analyst

CAO Approval

REVIEW: Auditor MSM County Counsel JN Human Resources KFB Other _____

TYPE OF ITEM:
 Consent
 Departmental
 Public Hearing
 Other _____

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT
Upon motion of Supervisor Seconded by Supervisor

Ayes
Nays
Abstain
Absent

PREVIOUS ACTION/REFERRAL:

Board Order No. C-5

Meeting of: 8/16/16

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: _____

By: _____

Kathy Hayes, Clerk of the Board

DISCUSSION:

On August 16, 2016 (item C-5), your Board approved grant agreement #16-10150 with California Department of Public Health (CDPH) for Nutrition Education and Obesity Prevention (NEOP) grant funds. The NEOP grant is part of the Supplemental Nutrition Assistance Program - Education (SNAP-Ed). It operates on a Federal Fiscal Year (FFY) and is supported by the United States Department of Agriculture (USDA). FFY 2017 began on October 1, 2016 and ends September 30, 2017.

On December 15, 2016, CDPH amended Humboldt County's NEOP agreement to include funding for a Native American Pilot Project at \$75,000 per year throughout the FFY 2017-2019 contract term. The Native American Pilot Project funds research, development and implementation of nutrition education interventions targeting the Native American community.

Humboldt County's NEOP Program staff, part of the DHHS– Public Health, Healthy Communities Division, partnered with the NCIDC to complete a portion of the deliverables for the Native American Pilot Project grant in FFY 2017 due to their ability to convene meaningful key informant interviews and focus group research within the target population. On February 2, 2017, Humboldt County's NEOP program entered into a subcontract with NCIDC for \$18,000 to conduct key informant interviews and focus groups with the fourteen (14) local Native American tribal entities. The sub-contract limit of \$18,000 was established in December 2016, when plans for the NCIDC professional service agreement were being developed.

Negotiations with NCIDC revealed that more research was required to gather the information requested by the state agreement. In order to conduct the necessary research, DHHS-Public Health proposes to increase the NCIDC scope of work from ten to fifteen (10-15) key informant interviews and two (2) focus groups to thirty to forty (30-40) key informant interviews and four (4) focus groups. Humboldt County's NEOP Program staff, part of the DHHS– Public Health, Healthy Communities Division currently recommends an increase in NCIDC's funding levels proportional to proposed increases in scope of work, from \$18,000 to \$94,176. While the scope of work is doubling, the funding level is increasing to a level more appropriate for the services being provided. The state has removed the \$18,000 cap as it was found to be below appropriate compensation levels.

The first amendment to the agreement before your Board today will allow DHHS – Public Health, Healthy Communities Division to subcontract an additional portion of the NEOP Native American Pilot Project program scope of work and budget to NCIDC in FFY 2017.

The NEOP grant agreement #16-10150 with the County of Humboldt is a three-year grant agreement for FFY 2017-19 beginning October 1, 2016 and ending September 30, 2019, but the budget details of the NCIDC subcontract are currently unavailable for FFY 2018 and FFY 2019. The agreement before the Board pertains to FFY 2017 only.

FINANCIAL IMPACT:

The intent to work with NCIDC as a sub-grantee was approved in the County's State agreement with CDPH and incorporated into the scope of work of the NEOP grant. The agreement will be 100% federally funded through the NEOP grant, awarded by CDPH. The maximum amount of the agreement with NCIDC is \$94,176 over the term February 2, 2017 through September 30, 2017. Funding for the NCIDC agreement was included in the fiscal year (FY) 2016-17 approved county budget and was included in the proposed county budget for FY 2017-18 through the term of the agreement in Fund 1175, Budget Unit 433, Nutrition and Physical Activity. There will be no net increase or decrease to the county General Fund.

The proposed agreement supports the Board's Strategic Framework by protecting vulnerable populations and providing community-appropriate levels of service.

OTHER AGENCY INVOLVEMENT:

Humboldt County Office of Education
California Department of Public Health

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could choose not to approve the recommendations; however, this will result in decreased services to the community.

ATTACHMENTS:

Three (3) original Professional Service Agreements with the Northern California Indian Development Council (NCIDC)

One (1) copy of the executed : Agreement for Northern California Indian Development Council (NCIDC)