

**SANTA BARBARA COUNTY  
BOARD AGENDA LETTER**



Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Agenda Number:**  
**Prepared on:** 5/23/02  
**Department Name:** Public Health Department  
**Department No.:** 041  
**Agenda Date:** 6/18/02  
**Placement:** Administrative  
**Estimate Time:** N/A  
**Continued Item:** NO  
**If Yes, date from:**

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**TO:** Board of Supervisors

**FROM:** Roger E. Heroux, Director  
Public Health Department

**STAFF CONTACT:** Nancy Robinson  
681-5136

**SUBJECT:** Cancer Registry Professional Service Contract

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**Recommendation(s):**

That the Board of Supervisors:

Execute the Agreement with **Kathleen Horton** for professional services as **Director** for the Tri-Counties Regional Cancer Registry, period of **June 10, 2002** to and including **June 8, 2003** in the amount of **\$63,898** directly to the contractor plus **\$13,855** in estimated payroll benefits and reimbursable expenses.

**Alignment with Board Strategic Plan:**

The recommendation is primarily aligned with Goal No.2. A safe and healthy community in which to live, work and visit.

**Executive Summary and Discussion:**

This Agreement represents an on-going contractor on payroll position at the Public Health Department for operation of the Tri-Counties Regional Cancer Registry.

On September 19, 1985, AB 136 was signed into law mandating the Statewide cancer reporting system. The bill also established the authority of the Director of the State Health Department to make cancer a disease for which reporting is mandatory. The mandate became effective for San Luis Obispo, Santa Barbara and Ventura Counties beginning January 1, 1988.

Following enactment of this law, the state of California executed a contract with the Public Health Institute (formerly the California Public Health Foundation) to fund this cancer reporting project. On May 4, 1987, your Board approved a grant proposal with the Public Health Institute to fund the Tri-Counties Regional

Cancer Registry as a component of this statewide cancer reporting program. The Public Health Department's proposal was approved for implementation and has been approved annually since 1987. The purpose of the Tri-Counties Regional Cancer Registry is to create and maintain an inventory of cancer cases in the three-county area. Hospitals, clinics, as well as physicians, dentists, pathologists and free-standing treatment centers are required to report cancer cases using standardized formats.

Ms. Horton's role is to supervise the Registry staff, prepare and monitor the annual budget and meet the deliverables set in the annual workscope and grants.

Your Board is requested to execute an Agreement with Kathleen Horton to provide professional services as a full time equivalent (FTE) Contractor on Payroll for the period June 10, 2002 through June 8, 2003 for a total amount \$63,898 plus benefits.

This Professional Service Agreement provides for retirement and paid leave. The Agreement includes measurable performance objectives.

**Mandates and Service Levels:**

The program is mandated by Section 211.3 of the State of California Health and Safety Code and administered through Contract with the Public Health Institute (formerly the California Public Health Foundation). The mandate does not specify that counties provide this service, but Cancer Registry services have been associated with the Santa Barbara County Public Health Department for reasons of administrative effectiveness and efficiency since 1987. There will be no change in service levels.

**Fiscal and Facilities Impacts:**

The Contractor is classified as a Contractor on Payroll. There are payroll benefits and reimbursable expenses. The total follows:

<b>Fiscal Year</b>	<b>Contract Amount</b>	<b>Estimated Payroll Benefits</b>	<b>Health Insurance Reimbursement</b>	<b>Total Cost</b>
2002-2003	\$63,898	\$11,155	\$2,700	\$77,753

Approval of this Contractor on Payroll Agreement will not increase the Public Health Department's General Fund contribution. Ms. Horton's Agreement will be 100% funded by the State through the County's contract with the Public Health Institute covering both direct and indirect expenses.

The appropriation for this Contractor on Payroll is included in the Public Health Department's FY 2002-2003 requested budget in: Fund 0042, Department 041, Program 1350, Account 6177 and various benefit accounts.

This Agreement does not represent any additional need for facilities.

**Special Instructions:**

Please return one (1) signed copy of the Agreement to the Tri-Counties Regional Cancer Registry office, Public Health Department, Calle Real Campus, Attention: **Kathleen Horton**.

**Concurrence:**

Auditor-Controller  
County Counsel  
Risk Management