



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

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

Department Name: Public Health
Department No.: 041
For Agenda Of: October 13, 2020
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Van Do-Reynoso, Director
Director(s) Public Health Department
Contact Info: Dana Gamble, Assistant Deputy Director. Ext. 15171
SUBJECT: Maxim Healthcare Staffing Services Professional Service Agreement

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions: That the Board of Supervisors consider the following:

- a) Approve, ratify, and authorize the Chair to execute an Agreement for professional services with Maxim Healthcare Staffing Services to provide to provide substitute and temporary health care personnel for the period of September 1, 2020 through June 30, 2022 for a total Agreement amount not to exceed \$250,000; and,
- b) Approve and authorize the Public Health Director, or designee, to: (1) sign Assignment Confirmation Letters or Placement Orders in accordance with Section B, Exhibit A in the Agreement; (2) add positions and/or approve rate changes not to exceed 10% of the rate currently stated in Exhibit B-1, subject to the procedures set forth in Exhibit B, Section B; and (3) make immaterial changes to the agreement so long as the total contract maximum is unchanged, subject to the Board's ability to rescind this delegated authority at any time;
- c) Determine that the proposed actions do not constitute a "Project" within the meaning of California Environmental Quality Act (CEQA), pursuant to Section 15378(b)(4) of the CEQA Guidelines, because they consist of the creation of government funding mechanisms or other government fiscal activities, which do not involve any commitment to any specific project which may result in a potentially significant impact on the environment.

Summary Text:

This item is on the agenda for approval to execute an Agreement with Maxim Healthcare Staffing Services (Attachment A) for substitute and temporary health care personnel, including Temperature Screeners, Certified Nursing Assistants (CNA), Phlebotomist, Licensed Vocational Nurses, Registered Nurses, and

Clinical Lab Scientists due to outbreak management staffing needs related to the COVID-19 pandemic, vacancies with extended recruitment periods and leaves of absence. The Public Health Department (PHD) is requesting the Board approve an Agreement for the period of September 1, 2020 through June 30, 2022 for a total not to exceed \$250,000. This Agreement will also ensure the PHD has health care personnel in the event of community outbreaks and if health care staff positions are vacant for an extended period.

Background:

PHD operates five health care centers, three shelter-based clinics, one clinical lab, and two draw stations throughout Santa Barbara County to provide medical services to the uninsured and underinsured members of our communities. In addition, health care personnel are required to facilitate the work of Disease Control including Outbreak Management related to COVID-19. Due to the ongoing pandemic, there are increased needs for health care personnel and vacancies are increasing hard to fill.

The contracted services do not replace employee positions, but serve as fill-ins on a temporary basis during the recruitment process or in the case of Disease Control fill temporary needs related to the pandemic. Using the services provided by a temporary health care personnel services assists PHD in their role in mitigating the impact of COVID-19 in the County

This agreement is not the result of a competitive bidding process because PHD is open to negotiate and work with any vendor that is able to provide qualified professionals that meet the department’s needs.

Performance Measure:

N/A

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Projected FY 21-22 Cost</u>	<u>Total One-Time Project Cost</u>
General Fund			
Federal Grant	\$ 56,800.00	\$ 68,200.00	\$ -
State Patient Fees	\$ 28,400.00	\$ 34,100.00	
Federal Patient Fees	\$ 28,400.00	\$ 34,100.00	
Other:			
Total	\$ 113,600.00	\$ 136,400.00	\$ -

The FY 2020-21 cost for the use of this agreement for temporary replacement and/or surge staffing is estimated at \$113,600. These costs are included as part of the Public Health Department’s Adopted FY 20-21 budget and are funded by a combination of federal grant sources and state/federal patient service fee revenues.

There is no use of general fund dollars associated with this request.

Key Contract Risks:

This Agreement is low risk as it has a termination for convenience clause and authorizes the County to dismiss any Professional for any reason helping to further reduce risk. Additionally, the County Department of Behavioral Wellness has had a long standing relationship with Maxim Healthcare and have been provided adequate services.

Staffing Impacts:

Legal Positions:

0

FTEs:

0

There are no staffing impacts.

Special Instructions:

Please execute two (2) original Agreements with Maxim Healthcare Staffing Services and retain one (1) original Amendment and one (1) Minute Order for pick up by the department. Please email the PHD Contracts Unit at Kelly.Lazarus@sbcphd.org when available for pick up.

Attachments:

- A. Maxim Healthcare Staffing Services Agreement

Authored by:

Dana Gamble, Assistant Deputy Director