



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:** July 25, 2017  
**Placement:** Administrative  
**Estimated Time:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors

**FROM:** Department Carrie Topliffe  
Director(s) Interim Director, Public Health Department  
Contact Info: Susan Klein-Rothschild, MSW  
Deputy Director

**SUBJECT:** First Amendment to Visiting Care and Companions Professional Services Agreement

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**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 recommendations:

- a) Approve, ratify and authorize the Chair to execute a First Amendment to the Agreement for Services of Independent Contractor, Visiting Care and Companions Inc., an affiliate of Visiting Nurse & Hospice Care, to implement the Senior Assessment Program for a period of July 1, 2017 through June 30, 2019, with an increased amount of \$296,000 for a total amount not to exceed \$444,000 for the contract period.
- b) Determine that the approval and execution of the Agreement does not constitute a "Project" within the meaning of California Environmental Quality Act (CEQA), pursuant to Section 15378(b)(4) of the CEQA Guidelines, because it is 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 to execute a First Amendment to the Agreement with Visiting Care and Companions Inc. to extend the term for implementation of the Senior Assessment Program. Your Board approved the Agreement with Visiting Care and Companions in September 2016.

**Background:**

The purpose of the Senior Assessment Program is to improve the health and/or safety of individuals age 60 or over who are living at home and are at risk due to significant medical and/or psycho-social needs. A nurse will employ a person-centered approach to provide screening, in-home assessment of seniors and risks to their remaining safely at home, information, linkages, medical consultation and short-term case management. Senior care plans will be developed in coordination with families, care givers and community partners.

In addition to improving health and safety outcomes for individual seniors in Santa Barbara County, the program will collect de-identified or summary data to inform future planning about senior needs and gaps in services. This information will be valuable in building a strong continuum of care to meet the needs of older adults in our community.

This is a county-wide program with the following key elements:

- Receive referrals for individuals 60 years of age and older
- Provide screening by telephone and conduct in-home assessments
- Assess the physical, psycho-social and health care status of referred individuals
- Identify clients needing medication review and reassessment
- Perform case consultation with physicians as appropriate and requested.
- Develop and implement short-term plans of care
- Coordinate and link with family members, care givers and other community partners to maximize client access to needed services and support
- Provide immediate response to urgent (non-life threatening) needs as presented (when health and/or safety are critically endangered)
- Maintain data about services provided and specific outcomes for individuals served, including program recidivism

The contract includes a maximum amount of funding to match the annual funding amount allocated by the Board of Supervisors.

**Performance Measure:**

The following performance measures have been defined for the fully operational Senior Assessment Program:

- Provide screening by telephone and conduct in-home assessments as indicated for a minimum of 50 unduplicated clients each month.
- Provide monthly reports on the services provided and the outcomes of those services.
- Provide outcome related de-identified data a minimum of once per quarter.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>Current FY Cost:</u></b>	<b><u>Annualized On-going Cost:</u></b>	<b><u>Total One-Time Project Cost</u></b>
General Fund	\$ 90,000.00	\$ 90,000.00	
State			
Federal			
Fees			
Other: Tobacco Settlement	\$ 58,000.00	\$ 58,000.00	
<b>Total</b>	<b>\$ 148,000.00</b>	<b>\$ 148,000.00</b>	<b>\$ -</b>

This amendment increases the original contract of \$148,000 to \$444,000 (3 years x \$148,000). The first year costs (FY 16/17) were funded by \$90,000 in General Fund Contribution and \$58,000 in one-time usage of general fund. Current year (FY 17/18) and future year costs for this contract will be funded by an allocation of \$90,000 of ongoing general fund and \$58,000 of Tobacco Settlement funds.

**Key Contract Risks:**

Visiting Care and Companions Inc., an affiliate of Visiting Nurse & Hospice Care, is a well-established community based program in the County of Santa Barbara. This Agreement is deemed to be low risk due to the short performance period, dollar amount, and past relationship with Public Health. In addition, the Agreement contains a Termination for Convenience clause that further reduces risk.

**Staffing Impacts:**

**Legal Positions:**  
0

**FTEs:**  
0

**Special Instructions:**

Please execute two (2) original Agreements and retain one (1) original executed Amendments and one Minute Order for pick up by the department. Please email the PHD Contracts Unit at [PHDcu@sbcphd.org](mailto:PHDcu@sbcphd.org) when items are available for pick-up.

**Attachments:**

- A. First Amendment to the Visiting Care and Companions Agreement
- B. Visiting Care and Companions Agreement

**Authored by:**

Susan Klein-Rothschild, Public Health Deputy Director