

**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: 03/22/01
Department Name: Public Health Department
Department No.: 041
Agenda Date: 4/16/02
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from:

TO: Board of Supervisors

FROM: Roger E. Heroux, Director
Public Health Department

STAFF CONTACT: Jayne Brechwald
681-5365

SUBJECT: SECOND AMMENDMENT TO PROFESSIONAL SERVICES AGREEMENT

Recommendation(s):

That the Board of Supervisors:

Execute Second Amendment to Professional Service Agreement with Patricia Casso-Fields as Health Educator for the AIDS Case Registry Program and the HIV Counseling and Testing Program increasing her time from 0.8 full-time equivalent to 1.0 full time equivalent for the period beginning April 15, 2001 through June 9, 2002, and increasing the amount by \$4,704 from \$40,768 to \$45,472.

Alignment with Board Strategic Plan:

Goal II: A Safe and Healthy Community in Which to Live, Work, and Visit
Goal V: A High Quality of Life for All Residents

Executive Summary and Discussion:

Due to staffing changes, additional responsibilities have been added to Patty Casso-Field's workload.

The Alternative Test Site Agreement with the State Department of Health Services requires that one HIV Counseling and Testing Coordinator be designated with the overall responsibility for the HIV Counseling and Testing program. The coordinator is charged with assuring that important information, policy changes, and procedures are communicated promptly to all appropriate personnel. The coordinator is also responsible for overseeing the HIV counselor training program and the court-ordered HIV Testing program, and for attending statewide coordinators meetings.

The HIV Case Registry Program compiles and stores AIDS case information reported to the Santa Barbara County Public Health Department and transfers that confidential information to the State and to the national

registry at the Centers for Disease Control. AIDS Case reporting yields epidemiological data that are useful for policy and program development.

On June 11, 2001 your Board executed an Agreement with Patricia Casso-Fields to provide professional services as a 0.8 Full Time Equivalent (FTE) Contractor on Payroll, for the period of June 11, 2001 to June 9, 2002 in the amount of \$40,768 to serve as HIV Counseling and Testing coordinator. The Agreement was amended to allow more paid leave hours. Your Board is requested to execute Second Amendment to the Agreement to provide HIV Case Registry and Testing services as a 1.0 FTE, increasing the amount by \$4,704 from \$40,768 to \$45,472, changing the scope of work to include services oversight of the HIV/AIDS Case Registry.

Mandates and Service Levels:

These are non-mandated services. There are no changes in programs or service levels. Legislative statutes to provide AIDS services are: Health and Safety Code, section 1930-32; Health and Safety Code, Division 2, Chapters 1-1.2; Division 2, Chapters 4-4.1; Chapter 6, Division 21; Penal Codes 1202.1, 1202.6, 1524.1; Health and Safety Code Section 12915.

Fiscal and Facilities Impacts:

Approval of this Amendment will not result any additional requested General Fund Contribution.

The \$4,704 increase in compensation for Patricia Casso-Fields adds .20 FTE to her Contractor on Payroll status, plus an estimated \$1,068 in benefits for a total cost increase of \$5,772, is included in the Public Health Department's FY 2001-2002 adopted budget. This position is funded from the AIDS Master Grant Agreement through the State of California Department of Health Services Office of AIDS.

Contractor	Contract Amount	Payroll Taxes & Retirement	Health Insurance	Total Cost
Current Contract	\$40,768	\$7,094	\$2,160	\$50,022
2 nd Amendment	4,704	819	249	5,772
Total	\$45,472	\$7,913	\$2,409	\$55,794

Approval of this action will not result in a need for any additional facilities.

Special Instructions:

Please return one (1) copy of the signed Second Amendment to the Agreement to the Public Health Department, attention Jayne Brechwald.