



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:** Behavioral Wellness  
**Department No.:** 043  
**For Agenda Of:** June 7, 2016  
**Placement:** Administrative  
**Estimated Tme:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors  
**FROM:** Department Alice Gleghorn, Ph.D., Director  
Director(s) Department of Behavioral Wellness 681-5220  
Contact Info: Suzanne Grimesey, Chief Quality Care & Strategy Officer,  
Department of Behavioral Wellness 681-5220  
**SUBJECT:** Revenue Agreement - Relias Learning FY 2015-2018

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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:

- A. Approve, and authorize the Chair to execute the multiyear Revenue Agreement for Services of Independent Contractor with Relias Learning LLC (not a local vendor), to provide an online environment through their e-Commerce Academy site for the Department of Behavioral Wellness and contracted community based organization staff to obtain required continuing education units, for a maximum contract not to exceed \$2,500 and for a projected revenue of up to \$10,000 per year for the period May 15, 2016 through February 28, 2018.
- B. Determine that these activities are exempt from California Environmental Quality Act review per CEQA Guidelines Section 15378(b)(5) since the recommended actions are government administrative activities which do not involve commitment to any specific project which may result in potentially significant physical impact on the environment.

**Summary Text:**

The Department of Behavioral Wellness has the opportunity to generate revenue for the Department by entering into an Agreement with Relias Learning for access to their web based eCommerce Academy to provide required Continuing Education units to County and contracted Community Base Organization staff.

Approval of the recommended actions will allow Behavioral Wellness to provide a comprehensive, cohesive, and efficient on-line system to monitor and track compliance for required continuing education units.

**Background:**

Behavioral Wellness is required by state and federal regulations to provide on-going and up to date training to staff and contracted Community Based Organization staff delivering mental health services. To ensure training compliance, Behavioral Wellness recently contracted with Relias, through a multiyear purchase order process for the E-Learning component to provide 400 portals for ongoing required standardized web based trainings for Department and Community Based Organization staff.

In addition, Mental Health licensed professionals are required to obtain continuing education units (CEU) to maintain their professional licenses. Relias also provides an e-Commerce Academy site. Relias’s Academy would allow the Department to create, maintain, support and host trainings which are specific to our changing needs and would provide the Department the ability to charge both staff and CBO staff for ongoing CEUs and for Community Based Organizations trainings.

The e-Commerce site, an addition to the e-Learning, provides over 2,000 standardized courses that serve over 100 accreditations for staff to access Continuing Education Units required for Behavioral Health licensed professionals. It would provide the Department with Administrative management and the ability to track the completion of the course work for the user and for the Department. The advantage to the Department is an administrative control over content and functions, including pricing and course packaging. Relias will set up the site to display our logo and agency content.

Relias would also provide Behavioral Wellness with the ability to generate revenue off of the training courses we create in addition to collecting a royalty share if our staff or the CBOs utilize the company’s courses on the Department’s e-Commerce site. The revenue will vary based on usage but can provide up to \$21,000 to assist with offsetting the purchase of the subscription to the Relias E-Learning site.

The Relias Academy site will provide system efficiencies, generate income and provide the Department with tools to audit required training for compliance purposes.

<b>Funding Sources</b>	<b>Current FY 15-16 Cost:</b>	<b>FY 16-17 Cost:</b>	<b>FY 17-18 Cost:</b>
General Fund	\$1,500	\$500	\$500
State			
Federal			
Fees			
Other:Revenue	(\$1,000)	(\$10,000)	(\$10,000)
<b>Fiscal Analysis:</b> Total	\$ 500.00	\$ (9,500.00)	\$ (9,500.00)

**Narrative:**

The Agreement has negligible impact on the FY 15-16, FY 16-17 and FY 17-18 budgets. It is projected to provide between \$1,000 and \$10,000 in revenue per year, depending on usage rates. The revenue will offset the set up cost and the ongoing maintenance costs for the multi-year contract.

**Key Contract Risks:** There is a risk of the revenue varying from year to year due to usage and training needs. The revenue may not cover the ongoing maintenance cost. The ongoing cost is minimal.

**Special Instructions:**

Please return one (1) scanned copy of the Minute Order and one (1) scanned copy of the executed contract to: [admhscontractsstaff@co.santa-barbara.ca.us](mailto:admhscontractsstaff@co.santa-barbara.ca.us).

**Attachments:**

Attachment A: Relias Learning Academy Contract FY 15-18

**Authored by:**

DMorales

**cc:**