To: Honorable Board of Supervisors  
From: Nancy O’Hara, Director of Health & Human Services  
Department: Health & Human Services  
Subject: Approval of Fiscal Year 2019-20 Training Agreement with University of California, Davis Not to Exceed $93,500

Recommendation: It is recommended that the Board of Supervisors approve an Agreement (Number GENT-2019-35) between the Department of Health and Human Services (HHS), Employment and Eligibility Services program and the University of California, Davis (U.C. Davis) for Fiscal Year 2019-20 not to exceed $93,500.

Background: The University Extension of U.C. Davis offers a variety of workshops that are specifically related to human services staff. The Agreement, in the amount of $93,500, is for twenty-two (22) on-site training days to be provided by U.C. Davis during Fiscal Year 2019-20. Each session will accommodate thirty (30) people. During Fiscal Year 2018-2019, Health and Human Services sent staff to a variety of classes which included: Improving Cross-Cultural Communication, Training for Analysts, Civil Rights Division 21, Getting Ahead in Human Services, Time Management, Stress Management and Communication, Customer Service, Conflict Resolution, Medi-Cal Long Term Care Overview, Treatment of Income for CalWORKS and CalFresh, Fraud Detection and Prevention Techniques, Interactional Helping Skills, Motivational Interviewing and Coaching Skills, Prejudice and Bias in Human Services, Introduction to Welfare Fraud, Fiscal Essentials for Public Assistance Programs, Strength-Based Assessment and Case Management, Medi-Cal Consumer Protection Programs, and, Crisis Intervention and Trauma-Informed Case Planning. Historically, the California Department of Social Services (CDSS) has endorsed this program and currently there are twenty-eight (28) participating Northern California counties. Based on prior experience, the training provided through the University Extension is practical, dependable and effective.

Prior Board Action: This is a renewal of an existing Agreement which is brought to your Board for approval each year. It was last approved by the Board on July 24, 2018.

Board Alternatives: Your Board could elect to not approve the renewal of this Agreement; however, since it is a State requirement that training be provided to staff, HHS would have to find an alternative way to provide the required training. This could include hiring qualified people to conduct these trainings.

Other Department and/or Agency Involvement: Sutter County Counsel has reviewed the Agreement.
**Action Following Approval:** The Chairman of the Board and the Health and Human Services Director will sign the Agreement.

**Fiscal Impact:** This is a renewal of an existing Agreement in the amount of $93,500, which is the same amount as the Fiscal Year 2018-19 Agreement. The funds to pay for this Agreement will be included in the Fiscal Year 2019-20 Welfare Administration Proposed Budget. Of the total cost ($93,500), ninety percent (90%) is paid by Federal and State funds. The remaining ten percent (10%) is the County share funded through Realignment dollars; therefore, there is no cost to the County General Fund.

**Countywide Goals and/or Top Priorities Compliance:** This request aligns with Countywide Goal J, “Implement forward-thinking and ‘Best Management Practices’ to ensure that County’s workforce will deploy successful succession planning necessary to enable County’s employment base to become more reflective of community’s changing demographics.”

**Standing Committee Review:** Pursuant to Sutter County Administrative Policies and Procedures #305, renewals/extensions of standing contracts with state/federal governments are not required to go to Committee and can be placed on the Consent Calendar.

Respectfully Submitted,

s/ Nancy O’Hara
Director of Health & Human Services

**Attachments:**
1. UC Davis TSA 2019-20