

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS  
ACTION AGENDA SUMMARY

DEPT: HEALTH SERVICES AGENCY

BOARD AGENDA # \*B-15

Urgent        Routine       

AGENDA DATE July 10, 2001

CEO Concurs with Recommendation YES        NO         
(Information Attached)

4/5 Vote Required YES        NO   X  

SUBJECT:

APPROVAL OF THE STATE DEPARTMENT OF HEALTH SERVICES CONTRACT AMENDMENT (#97-11343 A02) FOR THE INFORMATION AND EDUCATION (I&E) PROGRAM FOR THE HEALTH SERVICES AGENCY.

STAFF RECOMMENDATIONS:

1. APPROVE THE STATE DEPARTMENT OF HEALTH SERVICES CONTRACT (#97-11343A02) AMENDMENT FOR THE INFORMATION AND EDUCATION (I&E) PROGRAM FOR THE HEALTH SERVICES AGENCY.
2. AUTHORIZE THE MANAGING DIRECTOR OF HEALTH SERVICE AGENCY TO SIGN AND EXECUTE THE CONTRACT.

FISCAL IMPACT:

The period of this contract is from July 1, 1997 to June 30, 2002. The total maximum allocation from the State is \$375,000 for the five (5) years, at \$75,000 per year. There will be no extra cost to the County's general funds or realignment dollars.

BOARD ACTION AS FOLLOWS:

No. 2001-514

On motion of Supervisor Caruso, Seconded by Supervisor Blom  
and approved by the following vote,

Ayes: Supervisors: Mayfield, Blom, Simon, Caruso, and Chair Paul

Noes: Supervisors: None

Excused or Absent: Supervisors: None

Abstaining: Supervisor: None

1)   X   Approved as recommended

2)        Denied

3)        Approved as amended

Motion:

ATTEST: CHRISTINE FERRARO TALLMAN, Clerk

By: Christine Ferraro Deputy

File No.

**SUBJECT:** APPROVAL OF THE STATE DEPARTMENT OF HEALTH SERVICES CONTRACT AMENDMENT (#97-11343A02 FOR THE INFORMATION AND EDUCATION (I & E) PROGRAM FOR THE HEALTH SERVICES AGENCY.

**PAGE:** 2

**DISCUSSION:** The goal of the Information and Education (I&E) Program is to decrease teen and unintended pregnancies by providing educational programs with an emphasis on primary prevention that enhances knowledge, attitudes, and skills of males and females of childbearing age to make responsible decisions relevant to their sexual and reproductive health.

The Health Services Agency's I&E Program for 1997-2002 will concentrate its efforts on high-risk youth in and out of school, between the ages of 12-17. The primary objective is to have a sphere of influence in reducing teen pregnancies, repeat pregnancies, sexually transmitted infections, and supporting students who have chosen to abstain from sexual activities.

The program will be delivered to students from elementary, junior high and high schools in Stanislaus County, as well as at Juvenile Hall, Probation and alternative schools.

**POLICY  
ISSUES:**

The Board of Supervisor's approval of the I&E Program will enable approximately 2,500 at-risk youth in Stanislaus County to receive pregnancy prevention educational services.

**STAFFING  
IMPACTS:**

None.

**STANDARD AGREEMENT**

APPROVED BY THE  
ATTORNEY GENERAL

STD. 2 (REV. 5-91)

CONTRACT NUMBER <b>97-11343</b>	AM. NO. <b>A-02</b>
TAXPAYER'S FEDERAL ID. NUMBER <b>94-6000540</b>	

THIS AGREEMENT, made and entered into this 1st day of July, 2001, in the State of California, by and between State of California, through its duly elected or appointed, qualified and acting

TITLE OF OFFICER ACTING FOR STATE: **Chief, Program Support Branch** AGENCY: **Department of Health Services**, hereafter called the State, and

CONTRACTOR'S NAME: **County of Stanislaus Health Services Agency**, hereafter called the Contractor.

WITNESSETH: That the Contractor for and in consideration of the covenants, conditions, agreements, and stipulations of the State hereinafter expressed, does hereby agree to furnish to the State services and materials as follows: *(Set forth services to be rendered by Contractor, amount to be paid Contractor, time for performance or completion, and attach plans and specifications, if any.)*

1. Paragraph 1, entitled, TERM, is hereby amended to read as follows:

**"1. TERM**

The term of this agreement shall be from July 1, 1997 through June 30, 2002, subject to the provisions of Paragraph 3. This agreement is of no force and effect unless and until approved by the Department of General Services, if required."

CONTINUED ON 3 SHEETS, EACH BEARING NAME OF CONTRACTOR AND CONTRACT NUMBER.

The provisions on the reverse side hereof constitute a part of this agreement.  
IN WITNESS WHEREOF, this agreement has been executed by the parties hereto, upon the date first above written.

STATE OF CALIFORNIA		CONTRACTOR	
AGENCY <b>Department of Health Services</b>	CONTRACTOR (if other than an individual, state whether a corporation, partnership, etc.) <b>County of Stanislaus Health Services Agency (Local Governmental Entity)</b>		
BY (AUTHORIZED SIGNATURE) <i>[Signature]</i> PRINTED NAME OF PERSON SIGNING <b>Edward Stahlberg</b>	BY (AUTHORIZED SIGNATURE) <i>[Signature]</i> PRINTED NAME OF AND TITLE OF PERSON SIGNING <b>Beverly M. Finley Managing Director</b>		
TITLE <b>Chief, Program Support Branch</b>	ADDRESS <b>830 Scenic Drive, Modesto, CA 95350</b>		

AMOUNT ENCUMBERED BY THIS DOCUMENT <b>\$ 75,000</b>	PROGRAM / CATEGORY (CODE AND TITLE) <b>Local Assistance</b>	FUND TITLE <b>General</b>		
	(OPTIONAL USE) Subject to funds available in the 2001/2002 <b>Budget Act</b>			
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT <b>\$ 300,000</b>	ITEM <b>4260-111-0001</b>	CHAPTER	STATUTE <b>2001</b>	FISCAL YEAR <b>2001-2002</b>
TOTAL AMOUNT ENCUMBERED TO DATE <b>\$ 375,000</b>	OBJECT OF EXPENDITURE (CODE AND TITLE) <b>01-52423-4945-702-03</b>			
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.		T.B.A. NO.	B.R. NO.	

*Department of General Services Use Only*

**APPROVED**

**SEP 11 2001**

**DEPT OF GENERAL SERVICES**

SIGNATURE OF ACCOUNTING OFFICER: *[Signature]* DATE: **AUG 16 2001**

*[Handwritten Signature]*

2. Paragraphs 2.a. and 2.b. of Exhibit A(S), entitled PURCHASING/PROCUREMENT RULES, are amended to read as follows:

- “a. Units of local government, public entities (including the Universities of California and California State University and auxiliary organizations/foundations thereof), and state or federal agencies, whether acting as a contractor and/or subcontractor, may use their existing procurement systems to secure all articles, supplies, equipment (*e.g., nonexpendable items with a unit cost of \$5,000 or more and a useful life expectancy of one year or more, including EDP/ADP, telecommunications, and motor vehicles*), and services related to such purchases that are required in performance of this contract, without regard to dollar limit, subject to the provisions in paragraphs e through i of this section. *The provisions in paragraphs b, c, and d of this section may also apply, if purchases are subdelegated to subcontractors that are nonprofit organizations, for-profit entities or private vendors.*
- b. All other entities (nonprofit organizations, for-profit entities, or private vendors), whether acting as a contractor or subcontractor, may use their existing procurement systems to secure articles, supplies, equipment (*e.g., nonexpendable items with a unit cost of \$5,000 or more and a useful life expectancy of one year or more, including EDP/ADP, telecommunications and motor vehicles*), and services related to such purchases that are required in performance of this contract. Equipment procurement shall not exceed an annual maximum limit of \$50,000, subject to the provisions in paragraphs c through i of this section. *The provisions in paragraph a of this section may also apply, if purchases are subdelegated to subcontractors that are units of local government, public entities, state or federal agencies.*”

3. Paragraphs 3.a. and 3.e. of Exhibit A(S), entitled OWNERSHIP/ DISPOSITION/ INVENTORY OF EQUIPMENT PURCHASED,/REIMBURSED WITH CONTRACT FUNDS OR FURNISHED BY THE STATE, are amended to read as follows:

- “a. All equipment with a unit cost of \$500 or more and a life expectancy of more than one year and certain theft sensitive items (regardless of cost), purchased/reimbursed with contract funds or furnished by the State under the terms of this contract and not fully consumed in performance of this contract shall be considered state equipment and the property of the State.
- e. Equipment purchased/reimbursed with contract funds or furnished by the State under the terms of this contract, shall only be used for performance of this contract.”

4. This provision supplements provision 22 appearing in Exhibit A(S) entitled "Additional Provisions".
  - A. Unless otherwise indicated in this agreement, no amendment or variation of the terms of the agreement shall be valid unless made in writing, signed by the parties hereto, and approved, as required. No oral understanding or agreement not incorporated herein is binding on either of the parties.
  - B. Should either party, during the term of this agreement, desire a change or amendment to the terms of this Agreement, such changes or amendments shall be proposed in writing to the other party, who will respond in writing as to whether the proposed changes/amendments are accepted or rejected. If accepted and after negotiations are concluded, the agreed upon changes shall be made through the State's Official agreement amendment process. No amendment will be considered binding on either party until it is formally approved by the State.
5. The following is added to Paragraph 2, entitled CONTRACT EXHIBITS AND DEFINITIONS, as subparagraph 2.A.(4.6):

"(4.6) Exhibit B, entitled "Scope of Work – Year 5, 01-02", dated July 1, 2001, consisting of five pages."
6. The following is added to Paragraph 2, entitled CONTRACT EXHIBITS AND DEFINITIONS, as subparagraph 2.A.(7.6):

"(7.6) Exhibit C, entitled "Budget – Year 5", 01-02, dated July 1, 2001."
7. The following is added to Paragraph 3, entitled MAXIMUM AMOUNT PAYABLE, as subparagraph 3.C.6:

"C.6. The maximum amount payable under this agreement for services rendered during fiscal year 2001-2002 (July 1, 2001 - June 30, 2002) shall not exceed \$75,000."
8. Paragraph 3, entitled MAXIMUM AMOUNT PAYABLE, subparagraph D is increased by \$75,000 and amended to read as follows:

"D. The maximum amount payable under this agreement shall not exceed \$375,000."
9. Paragraph 3, entitled MAXIMUM AMOUNT PAYABLE, subparagraph F, sentence 1 is amended to read as follows:

- “F. If funding for fiscal years 1998-99, 1999-00, 2000-01 or 2001-02 is reduced or deleted by the Governor, Legislature, or court orders, for purposes of this program, the State shall have the option to either:”
10. The following is added to Paragraph 8, entitled ADDITIONAL TERMS, as subparagraph 8.G:
- “G. Contractor certifies that it has appropriate systems and controls in place to ensure that state funds will not be used in the performance of this contract for the acquisition, operation or maintenance of computer software in violation of copyright laws.”
11. The following is added as Paragraph 18, on page 8.
- “18. CHILD SUPPORT COMPLIANCE ACT
- A. For any contract in excess of \$100,000, the contractor acknowledges in accordance with, that:
1. The contractor recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with section 5200) of Part 5 of Division 9 of the Family Code.
  2. The contractor, to the best of its knowledge, is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees in the New Hire Registry maintained by the California Employment Development Department.
  3. Questions about the New Employee Register and reporting requirements are to be directed to the California Employment Development Department.
12. All other terms and provisions of said agreement shall remain in full force and effect.

**Exhibit B**  
**Scope of Work**  
**Year 5**  
**July 1, 2001 - June 30, 2002**

Contractor: Stanislaus County Health Services Agency  
 Contractor Number: 97-11343

The Contractor shall work toward achieving the following goals and will accomplish the following objectives. This shall be done by performing the specified activities and evaluating the results using the listed methods to focus on process and/or outcome.

Goal No:   1   (Specify) To reduce the teen pregnancy rate in Stanislaus County

MEASURABLE OBJECTIVE(S)	IMPLEMENTATION ACTIVITIES	TIMELINE	METHODS OF EVALUATING PROCESS AND/OR OUTCOME OF OBJECTIVE(S)
(1) By June 30, 2002, 1600 youth (12-14) will have completed the Postponing Sexual Involvement Curriculum (PSI) (5 hours, 1 hour per day) and will have increased knowledge and skills for decision making, assertive communication, anatomy and physiology of the reproductive system, and resisting peer and social pressure as indicated by a 30% increase in post test scores	(2) Contact, via letter, committed junior high schools to review program specifics and begin scheduling for 2001-2002 school year	7/15/01 – 8/15/01	(1) Submit copy of letter to OFP in first quarterly report
	(3) Review PSI curriculum for modifications/changes	7/1/01 – 8/31/01	(2) Submit any major program changes to OFP in first quarterly report
	(4) Review and modify existing pre/post test and teacher evaluation form	7/1/01 – 8/31/01	(3) Submit final copies of pre/post test and teacher evaluation form to OFP in first quarterly report
	(5) Conduct parent preview sessions	9/15/01 – 5/31/02	(4) Keep sign-in sheets from parent preview on file
	(6) Conduct PSI at scheduled schools	9/15/01 – 5/31/02	(5) Keep copies of attendance records on file
	(7) Conduct pre/post test at same schools	9/15/01 – 5/31/02	(6) Analyze and submit results of pre/post tests quarterly
	(8) Conduct teacher evaluation	9/15/01 – 5/31/02	(7) Summarize and submit results of teacher evaluations quarterly

**Exhibit B**  
**Scope of Work**  
**Year 5**  
**July 1, 2001 - June 30, 2002**

Contractor: Stanislaus County Health Services Agency.  
 Contractor Number: 97-11343

The Contractor shall work toward achieving the following goals and will accomplish the following objectives. This shall be done by performing the specified activities and evaluating the results using the listed methods to focus on process and/or outcome.

Goal No: 1 (Specify) To reduce the teen pregnancy rate in Stanislaus County

MEASURABLE OBJECTIVE(S)	IMPLEMENTATION ACTIVITIES	TIMELINE	METHODS OF EVALUATING PROCESS AND/OR OUTCOME OF OBJECTIVE(S)
(2) By June 30, 2002, 600 at risk youth (12-18) will have completed the Streetwise to Sexwise Curriculum (SWSW) (5 hours, 1 hour per day) and will have increased knowledge and skills for decision making, goal setting, communication/assertiveness, contraceptive methods, STD/HIV prevention as indicated by a 30% increase in posttest scores.	1. Contact, via letter, committed alternative schools and juvenile hall to review program specifics and begin scheduling for 2001-2002 school year	7/15/01 – 8/15/01	1. Submit copy of letter to OFP in first quarterly report
	2. Review SWSW curriculum for modifications/changes	7/1/01 – 8/31/01	2. Submit any major program changes to OFP in first quarterly report
	3. Review and modify existing pre/post test and teacher evaluation form	7/1/01 – 8/31/01	3. Submit final copies of pre/post test and teacher evaluation form to OFP in first quarterly report
	4. Conduct parent preview sessions	9/15/01 – 5/31/02	4. Keep sign-in sheets from parent preview on file
	5. Conduct SWSW at scheduled schools	9/15/01 – 6/30/02	5. Keep copies of attendance records on file
	6. Conduct pre/post test at same schools	9/15/01 – 6/30/02	6. Analyze and submit results of pre/post tests quarterly
	7. Conduct teacher evaluation	9/15/01 – 6/30/02	7. Summarize and submit results of teacher evaluations quarterly



**Exhibit B**  
**Scope of Work**  
**Year 5**  
**July 1, 2001 - June 30, 2002**

**Contractor: Stanislaus County Health Services Agency**  
**Contractor Number: 97-11343**

The Contractor shall work toward achieving the following goals and will accomplish the following objectives. This shall be done by performing the specified activities and evaluating the results using the listed methods to focus on process and/or outcome.

**Goal No:   2   (Specify) To promote and improve communication between parents and their youth (10-17) of Stanislaus County regarding healthy sexuality**

MEASURABLE OBJECTIVE(S)	IMPLEMENTATION ACTIVITIES	TIMELINE	METHODS OF EVALUATING PROCESS AND/OR OUTCOME OF OBJECTIVE(S)
<p>(1) By June 30, 2002, 100 parents of youth (10-17) will complete a 2.5-hour workshop dealing with communication/teen sexuality and will increase their knowledge and their comfort level in dialoguing with family members as indicated by a 30% increase in posttest scores.</p>	1. Identify and review existing parent sexuality education curricula and adapt to a 2.5 hour workshop	7/1/01 – 9/30/01	1. Submit outline of parent curricula to OFP in first quarterly report
	2. Develop pre/post test and evaluation forms	8/1/01– 9/30/01	2. Submit copy of pre/post test and evaluation form to OFP in first quarterly report
	3. Develop a promotional brochure describing parent workshop	8/1/01 – 9/30/01	3. Submit copy of brochure to OFP in first quarterly report
	4. Send letter and brochure to area Healthy Starts, community collaboratives, migrant programs, schools, churches and other civic organizations	9/30/01 – 10/31/01	4. Submit copy of letter to OFP in second quarterly report
	5. Schedule and conduct parent workshops with above groups	11/1/01 – 6/30/02	5. Keep copy of sign-in sheets from workshops on file
	6. Administer pre/post test and evaluation to workshop participants	11/1/01 – 6/30/02	6. Analyze and submit pre/post test data and summarize evaluations from workshops. Submit quarterly to OFP

**Exhibit B**  
**Scope of Work**  
**Year 5**  
**July 1, 2001 - June 30, 2002**

Contractor: Stanislaus County Health Services Agency  
 Contractor Number: 97-11343

The Contractor shall work toward achieving the following goals and will accomplish the following objectives. This shall be done by performing the specified activities and evaluating the results using the listed methods to focus on process and/or outcome.

Goal No: 3 (Specify) To increase the knowledge and improve the skills of school personnel who deal with adolescent sexuality issues in the classroom in Stanislaus County Schools

MEASURABLE OBJECTIVE(S)	IMPLEMENTATION ACTIVITIES	TIMELINE	METHODS OF EVALUATING PROCESS AND/OR OUTCOME OF OBJECTIVE(S)
<p>(1) By June 30, 2002, 40 individuals (school nurses, health teachers, and administrators) will complete a 4 hour workshop: "Trends and Issues in Teaching Youth about Sexuality" and will increase their knowledge of birth control methods, STD/HIV prevention, recent legislation regarding sexuality education, and community resources for curricula development as indicated by a 30% increase in post test scores.</p>	<ol style="list-style-type: none"> <li>1. Develop a needs assessment to evaluate topics and issues of concern regarding the teaching of sexuality in the classroom</li> <li>2. Mail assessment to appropriate school personnel at every junior and senior high school in the county</li> <li>3. Analyze assessment results and design a four-hour workshop.</li> <li>4. Develop pre/post test and evaluation form</li> <li>5. Develop and distribute a promotional brochure for workshop</li> <li>6. Conduct workshop, pre/post test and evaluation</li> <li>7. Analyze test and evaluation results</li> </ol>	<p>7/1/01- 8/31/01</p> <p>9/1/01- 9/30/01</p> <p>10/1/01 - 11/30/01</p> <p>10/1/01 - 11/30/01</p> <p>12/1/01 - 1/31/02</p> <p>3/1/02 - 3/31/02</p> <p>4/1/02 - 4/30/02</p>	<ol style="list-style-type: none"> <li>1. Submit copy of assessment to OFP in first quarterly report</li> <li>2. Maintain copy of mailing list in project office</li> <li>3. Submit outline of workshop to OFP in second quarterly report</li> <li>4. Submit copy of pre/post test and evaluation to OFP in second quarterly report</li> <li>5. Submit copy of brochure to OFP in third quarterly report</li> <li>6. Keep on file sign-in sheet from workshop</li> <li>7. Submit pre/post test results and summarize evaluations to OFP in fourth quarterly report</li> </ol>

**Exhibit B**  
**Scope of Work**  
**Year 5**  
**July 1, 2001 - June 30, 2002**

(Contractor) Stanislaus County Health  
 Services Agency  
 (Contract Number) 97-11343

The Contractor shall work toward achieving the following goals and will accomplish the following objectives. This shall be done by performing the specified activities and evaluating the results using the listed methods to focus on process and/or outcome.

Goal No. V The local I&E Program will contribute to the statewide effort to evaluate the teen pregnancy prevention interventions targeted to parents, parenting adults, and other adults responsible for youth.

MEASURABLE OBJECTIVE(S)	IMPLEMENTATION ACTIVITIES	TIMELINE	METHOD(S) OF EVALUATING PROCESS AND/OR OUTCOME OF OBJECTIVE(S)
1. By June 30, 2002, the I&E Program will have collaboratively contributed to statewide collection of program evaluation information.	<b>RESOURCES/SUPPORT</b>  1. Provide on a timely basis the requested program data, reports and other information requested by the statewide evaluation contractor of the I&E program.	7-01-01 thru 6-31-02	The aggregated database developed by the statewide evaluator of the I&E Program will include the requested program evaluation information from this agency.

EXHIBIT C  
BUDGET – YEAR 5, 01-02  
JULY 1, 2001

1.	PERSONNEL	\$59,277
2.	OPERATING EXPENSES	\$ 9,795
3.	CAPITAL EXPENDITURES	\$ -0-
4.	OTHER COSTS	\$ -0-
5.	INDIRECT COSTS	\$ 5,928
	TOTAL	\$75,000