



COUNTY OF SAN MATEO
Inter-Departmental Correspondence

Human Services Agency

DATE: November 23, 2005
BOARD MEETING DATE: December 6, 2005
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: Majority

TO: Honorable Board of Supervisors
FROM: Glen H. Brooks Jr., Interim Director, Human Services Agency
Mark Lane, Director, Children and Family Services
SUBJECT: Agreement with SPHERE Institute

RECOMMENDATION:

Adopt a Resolution:

1. Waiving the Request for Proposal (RFP) process;
2. Authorizing execution of an Agreement with SPHERE Institute to develop an evidence-based safety and risk assessment system in Contra Costa, Glenn, San Mateo and Stanislaus Counties in the amount of \$349,495. The term of the Agreement is February 1, 2005 through June 30, 2006; and
3. Authorizing an Appropriation Transfer Request (ATR) in the amount of \$350,000 to appropriate unanticipated revenues received through an augmentation of the FY 2005-06 Promoting Safe and Stable Families Allocation and to appropriate additional expenditures of \$350,000 in services and supplies in the Children and Family Services Budget Unit (7420B).

VISION ALIGNMENT:

Commitment: Ensure basic health and safety for all.

Goal 6: Children grow up healthy in safe and supportive homes and neighborhoods.

The Agreement contributes to this commitment and goal since the new evidence-based assessment tool will help social workers in making safety and risk assessment decisions.

Performance Measure(s):

Measure	Projected FY 2005-06
Percent of contractor tasks as outlined in the description of services-scope of work completed and resulting in the development of an evidence-based safety and risk assessment system for Contra Costa, Glenn, San Mateo and Stanislaus counties.	*90%
Percent of contractor deliverables completed on schedule as stated in the description of services –scope of work within the total contract amount.	*90%

*The Contractors' ability to meet this performance measure depends on the state and the four counties' performance and the timely delivery of the information the Contractor needs to fulfill all requirements.

BACKGROUND:

The California Department of Social Services (CDSS) and a group of eleven counties are leading efforts, to model and pilot innovative Child Welfare Services program and practice changes implementing improvement activities set forth in California's System Improvement Plan (SIP). As part of SIP, a workgroup was convened to begin the process of developing a standardized approach to assessing the risk, safety and protective capacity of families. Four out of the eleven counties, namely Contra Costa, Glenn, San Mateo and Stanislaus counties, decided to collaborate in the development of a Comprehensive Assessment Tool (CAT) and risk assessment model, set forth by CDSS for the Child Welfare System.

DISCUSSION:

The County of San Mateo, Human Services Agency, desires to enter into an Agreement with the SPHERE Institute, pursuant to which the Sphere Institute will develop an evidence based safety and risk assessment system that has the program and technical knowledge to support this task. The State has agreed to provide funding for this technical assistance with the understanding that the Human Services Agency enter into an Agreement with Sphere Institute on behalf of Contra Costa, Glenn, San Mateo and Stanislaus Counties (collectively the "Counties"). There is no other provider that is familiar with all our systems that could provide this level of support and it is, therefore, in the County's best interest to waive the Request for Proposals Process.

The County of San Mateo is one of eleven pilot counties implementing Child Welfare Systems Improvement. Sphere Institute has worked closely with San Mateo and Contra Costa County in providing analytical support for implementation of our State mandated System Improvement Plan (SIP). The State mandated that the pilot counties develop a comprehensive safety and risk assessment tool as part of SIP.

The first phase of the project will consist of the construction and refinement of the assessment tool and the development of the software application for data collection. This data can be used to support risk management practices that could significantly enhance the Counties' Child Welfare System. The second phase of the project is the analysis and evaluation process to fully assess the impact of CAT. The data generated by CAT will be reviewed and used to develop protocols for improvement and activities that constitute a comprehensive Child Welfare risk management system.

The development of this Agreement was delayed due to negotiations with the state and the four counties involved in this project. This Agreement has been reviewed and approved as to form by the County Counsel's Office. Risk Management has reviewed and approved the Contractor's insurance coverage.

FISCAL IMPACT:

The term of this Agreement is from February 1, 2005 to June 30, 2006. This project is funded, in part, through an augmentation of the FY 2005-06 Promoting Safe and Stable Families Allocation in the amount of \$350,000. The total contract obligation is \$349,495. There is a \$505 variance between the contract amount and the allocation amount due to rounding of the allocation by the State. There is no Net County Cost associated with the approval of this Agreement.

Approval of an Appropriation Transfer Request will appropriate unanticipated revenues approved by the California Department of Social Services on August 9, 2005 and appropriate additional Services and Supplies in the Human Services Agency's Children and Family Services budget for FY 2005-06.