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## NEVADA COUNTY BOARD OF SUPERVISORS

### Board Agenda Memo

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**MEETING DATE:** September 27, 2016

**TO:** Board of Supervisors

**FROM:** **Jill Blake**

**SUBJECT:** Resolution approving execution of a renewal contract with Lynne Lacroix d/b/a Cody Consulting for the provision of project coordination services related to the County's Nutrition Education and Obesity Prevention Program (NEOP) and Tobacco Use Prevention Program (TUPP) in the maximum amount of \$71,699 for the term of October 1, 2016 through September 30, 2017.

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**RECOMMENDATION:** Approve the attached Resolution.

**FUNDING:** Contract services are supported by USDA (United States Department of Agriculture) SNAP-Ed (Supplemental Nutrition Assistance Program Education) funding made available by the California Department of Public Health (CDPH) to Nevada County to continue working to reduce the prevalence of overweight and obesity in California residents through education and other strategies. Contract services will be supported by funding approve to be received for federal fiscal year 2016/17 for the department's NEOP Program. Contract services are also supported by California Department of Public Health Tobacco Control Program allocation monies. Services are within the Department's FY 2016/17 budget and there are no county general fund dollars required in the contract.

**BACKGROUND:** This proposed renewal contract is included in the Department's federal fiscal year (FFY) 2016/17 approved NEOP/SNAP-Ed Work Plan and Budget. Under this Agreement, the Contractor will continue to develop and implement the County's NEOP grant program to coordinate nutrition education and obesity prevention efforts throughout the County. Under this Agreement, the Contractor will participate in ongoing community activities supporting statewide initiatives and nutrition/physical promotion activities. The Contractor shall be responsible for building upon the existing NEOP infrastructure and coordinating with other contractors and staff on the NEOP Program. Services include:

- Prepare and maintain records and data connected to activities as defined in the USDA Food and Nutrition Service (FNS) FFY 17 SNAP-Ed Integrated Work Plan (IWP), and submit a monthly activity report to the County.
- Attend required meetings and conferences to obtain updates on SNAP-Ed requirements.
- Convene the local Nutrition Action Plan (CNAP) Group that coordinates USDA funded program interventions and efforts to increase food security in the target population a minimum of four times per year. Serve as a liaison between CNAP and local Food Policy Council.
- Work with the Community Liaison to ensure policy, systems and environmental (PSE) objectives included in the FFY 17 IWP are met; provide support to the local food banks to further food security and healthy choice options and education; and develop new PSE strategies when the opportunity arises in order to complement the existing program.
- Work with contractors and staff to ensure that work plan activities are measured qualitatively and/or quantitatively so that progress towards goals is documented.
- Conduct outreach to organizations that serve the low-income population to determine qualifications and feasibility of hosting nutrition education related programs.
- Participate in ongoing community activities supporting statewide initiatives and provide nutrition education/physical activity promotion resources to local programs.
- Work with the CalFresh County Director and CalFresh outreach/community workers to provide nutrition education and other resources to CalFresh recipients and CalFresh eligible populations.
- Participate in community outreach and education by organizing community events and information distribution.
- Regularly review the existing work plan and assume responsibility for developing the annual work plan as directed by CDPH. Coordinate annual report among all SNAP-Ed partner agencies.

The Contractor will also provide TUPP services. Contractor will provide support and technical assistance toward supporting statewide Tobacco Use Prevention initiatives.

Obesity and low levels of physical and metabolic fitness are risk factors for diabetes, cardiovascular disease and other chronic diseases. It is recommended that this agreement be approved as the contract services provided will help to reduce health risk factors and improve health outcomes for residents of Nevada County.

**Item Initiated and Approved by: Jill Blake, MPA Director of Public Health**