



**NEVADA COUNTY  
HEALTH & HUMAN SERVICES  
AGENCY**

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February 19, 2015

Honorable Board of Supervisors  
Eric Rood Administrative Center  
950 Maidu Avenue  
Nevada City, California 95959

**DATE OF MEETING:** March 10, 2015

**SUBJECT:** Resolution approving execution of Amendment #1 to the renewal contract with Faye Hignight to extend the contract termination date from June 30, 2015 to June 30, 2016 and to increase the total contract maximum from \$20,000 to \$65,000 (an increase of \$45,000) pertaining to the provision of consultation, grant writing and data analysis services for the Child Protective Services (CPS) Department for the contract term of August 15, 2014 through June 30, 2016.

**RECOMMENDATION:** Approve the attached Resolution.

**FUNDING:** Funding for these services is provided through the following funds: Community-Based Child Abuse Prevention (CBCAP); Promoting Safe and Stable Families (PSSF); CalWORKs Single Allocation and 2011 State Realignment. These services are budgeted and there are no county general funds required in the Agreement.

**BACKGROUND:** This contract was approved on August 15, 2014 per County Purchase Order No. PESH2725. Child Protective Services investigates reports of child abuse, screens and assesses families, provides case management and other services to help families stay together. The goal is to help parents and children reunify by providing a mentor, a sense of hope, and information about the system, expectations and requirements.

County administered child welfare systems are required to conduct self-assessments, and develop self-improvement plans that match state and federal requirements for accountability for outcomes to ensure that the critical needs of children and families in the child welfare system are met.

Under this Agreement, the Contractor will continue to provide services including but not necessarily limited to:

- Work with U.C. Davis staff to research and prepare System Improvement Plans (SIP), Self-Assessments, and the Three Year Plans – Child Abuse Prevention, Intervention and Treatment (CAPIT), Community-Based Child Abuse Prevention (CBCAP), and Promoting Safe and Stable Families (PSSF) following State and Federal outcome requirements.
- Work with U.C. Davis staff to review and update CWS policies, procedures, program protocols and resource guides based on court practice, CES policies, state and federal regulations, data analysis of best practice, stakeholders' interests and staffing levels.
- Provide legislative analysis, evaluate programs, including fiscal workload evaluation and make recommendations on proposed County stances.
- Review all CDSS County Letters and Notices and other State directives and analyze complex Child Welfare Services (CWS) program regulations and write Program Guide material/Special Notices and train staff on new changes.
- Develop outcome measures and program standards.
- Develop, coordinate, monitor and evaluate the Linkages Program between CPS and CalWORKs.
- Prepare CWS grant proposals, manage grant funding and prepare required reports for funders.

It is recommended that the Board approve this amendment which extends the contract an additional year and increases the maximum obligation accordingly, to ensure that the department is able to conduct the required self- assessments and develop the self-improvement plans that match the state and federal requirements for accountability for outcomes to ensure that the critical needs of children and families in the child welfare system are met.

Please contact me if any additional information is required.

Respectfully submitted,



Mike Dent, Director  
Department of Social Services

MD/lw