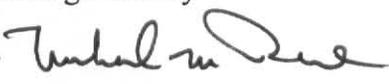




**Agenda Item No. 6
October 1, 2008 Meeting**

DATE: September 23, 2008

TO: Children and Families Commission of Orange County

FROM: Michael M. Ruane, Executive Director 

SUBJECT: Implementation of the AmeriCorps Expansion for Orange County

SUMMARY:

The Children and Families Commission of Orange County has participated in the AmeriCorps program with the First 5 Service Corps for the past five years. In September 2008, the Commission requested nine additional AmeriCorps member positions from Prevent Child Abuse California (PCAC) for a total of 37 AmeriCorps member positions serving in Orange County. Commission staff has now received confirmation from PCAC that the nine additional members have been allocated to Orange County. At this time, staff is requesting approval to amend the agreement with Public Health Foundation Enterprises, Inc. (PHFE) to provide payroll and human resource services for the AmeriCorps program to support the nine additional members.

The Commission approved the use of a fiscal sponsor for this project in September 2005 and since that time PHFE has provided all payroll and human resource services. PHFE is a 501(c)(3) organization with 40 years of experience in the areas of human resources, fiscal management and contract administration. The utilization of PHFE has limited the liability of the Commission, including the staff time and costs of operating the fiscal components of the program. Amending the agreement with PHFE for a new total maximum payment obligation not to exceed \$1,445,125 for a term of 12 months is recommended. This represents an increase of \$310,000 to support the nine additional AmeriCorps members, which is a cost of approximately \$34,445 per member. Of that cost \$8,000 per member is reimbursable by the federal government for a maximum of \$72,000.

STRATEGIC PLAN & FISCAL SUMMARY:

The proposed project has been specifically reviewed in relation to the Strategic Plan, and is designed to further the Capacity Building goal, among others. Funding for this item is included in the FY 2008-09 Budget within the Capacity Building AmeriCorps-AmeriCorps/VISTA budget category.

PRIOR COMMISSION ACTIONS:

1. May 2008 –Approved renewal of one year agreement with PHFE for administration of the AmeriCorps program.
2. April 2007- Approved one year agreements with both CONNECT, Orangewood Children's Foundation and PHFE.

RECOMMENDED ACTION:

Adopt resolution (Attachment 1) authorizing Commission Counsel and Executive Director, or designee, to prepare and negotiate an Amendment to Agreement FCI-A6-02 with Public Health Foundation Enterprises, Inc. to add an amount not to exceed \$310,000 and a total maximum payment obligation not to exceed \$1,445,125 for the term July 1, 2008 through June 30, 2009 to provide payroll and human resources services for an additional nine (9) Commission AmeriCorps members.

ATTACHMENT:

Resolution to prepare, negotiate and enter into agreement with Public Health Foundation Enterprises, Inc.

Contact: Kim Goll

CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY

RESOLUTION NO. ___-08-C&FC

October 1, 2008

A RESOLUTION OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY DIRECTING THE EXECUTIVE DIRECTOR AND COMMISSION COUNSEL TO PREPARE AND NEGOTIATE AN AMENDMENT TO AGREEMENT FCI-A6-02 WITH PUBLIC HEALTH FOUNDATION ENTERPRISES, INC. TO PROVIDE PAYROLL AND HUMAN RESOURCES SERVICES FOR ADDITIONAL COMMISSION AMERI-CORPS MEMBERS; AND, AUTHORIZING APPROVAL AND EXECUTION OF SUCH AMENDMENT TO AGREEMENT ON BEHALF OF THE COMMISSION

WHEREAS, in order to facilitate the creation and implementation of an integrated, comprehensive, and collaborative system of information and services to enhance optimal early childhood development, the legislature adopted legislation set forth in the California Children and Families Act of 1998, Health and Safety Code Section 130100, *et seq.* (as amended, the "Act") implementing the Children and Families First Initiative passed by the California electorate in November, 1998 and establishing the California Children and Families Commission and County Children and Families Commissions, including this Children and Families Commission of Orange County ("Commission"); and

WHEREAS, Commission adopted its Strategic Plan to define how funds authorized under the Act and allocated to the Commission should best be used to meet the critical needs of Orange County's children prenatal to five years of age as codified in the Act; and

WHEREAS, On May 7, 2008 Commission authorized the Executive Director or designee and Commission Counsel to prepare and negotiate Agreement FCI-A6-02 with Public Health Foundation Enterprises, Inc., to provide payroll and human resources services for an additional nine (9) Commission AmeriCorps Members.

WHEREAS, the Commission desires to enter into an Amendment to Agreement FCI-A6-02 with Public Health Foundation Enterprises, Inc., hereinafter referred to as the "Contractor" in Agreement FCI-A6-02 for an additional amount not to exceed \$310,000 and a total maximum obligation not to exceed \$1,445,125 to provide additional services as described in the October 1, 2008 staff report for this Agenda Item; and

WHEREAS, Contractor desires to enter into the Amendment to Agreement in furtherance of the purposes of the Act and the Strategic Plan on the terms and conditions set forth in the applicable Amendment to Agreement; and

WHEREAS, Commission has reviewed the staff report for the October 1, 2008 Commission meeting relating to services to be provided and hereby finds and determines that the proposed Amendment to Agreement FCI-A6-02 is in furtherance of and consistent with the Commission's Strategic Plan; and

WHEREAS, Commission desires to authorize the Commission Chair and Commission Clerk to execute the Amendment to Agreement FCI-A6-02 with Contractor, for an additional amount not to exceed \$310,000 and a total maximum obligation not to exceed \$1,445,125 to provide additional services as described in the October 1, 2008 staff report for this Agenda Item; and

NOW, THEREFORE BE IT RESOLVED BY THE COMMISSIONERS OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY AS FOLLOWS:

Section 1 Commission finds and determines the foregoing Recitals are true and correct and are a substantive part of this Resolution.

Section 2 Commission authorizes the Executive Director, or designee, and Commission Counsel to prepare and negotiate the terms, conditions and final form of an Amendment to Agreement FCI-A6-02 with the Contractor, for an additional amount not to exceed \$310,000 and a total maximum obligation not to exceed \$1,445,125, to provide payroll and human resources services for an additional nine (9) Commission AmeriCorps Members as described in the October 1, 2008 staff report for this Agenda item and scope of services referenced therein; and

Section 3 The approval by the Executive Director or designee of the final Amendment to Agreement FCI-A6-02 shall be conclusively evidenced by the execution of such Amendment to Agreement FCI-A6-02 by the Commission Chair and delivery thereof to the Commission Clerk.

Section 4 Commission hereby approves the Amendment to Agreement FCI-A6-02 with the Contractor, for an additional amount not to exceed \$310,000 and a total maximum obligation not to exceed \$1,445,125 to provide payroll and human resources services for an additional nine (9) Commission AmeriCorps Members as described in the October 1, 2008 staff report for this Agenda Item.

Section 5 The Commission Chair and the Clerk of the Commission are hereby authorized to execute and attest, respectively, the Amendment to Agreement FCI-A6-02 on behalf of the Commission.

Section 6 A copy of the final Amendment to Agreement FCI-A6-02 when executed by the Commission Chair and attested by the Clerk of the Commission shall be appended hereto as a part of Exhibit A to this Resolution. Exhibit A is hereby fully incorporated as a part of this Resolution by this reference and made a part hereof. The final executed Amendment to Agreement shall be placed on file in the office of the Clerk of the Commission.

Section 7 In addition to the authorization of Section 2 above, the Executive Director, or designee, is hereby authorized, on behalf of the Commission, (i) to sign all documents necessary and appropriate to carry out and implement the Amendment to Agreement(s), (ii) to cause the issuance of warrants, (iii) to administer the Commission's obligations, responsibilities, and duties to be performed under such agreement(s), and (iv) during the term thereof to provide waivers, administrative interpretations, and minor modifications of the provisions of such agreement(s) in the furtherance thereof.

Section 8 The Clerk of the Commission shall certify to the adoption of this Resolution.

The foregoing resolution was passed and adopted by the following vote of the Children and Families Commission of Orange County on October 1, 2008 to wit:

AYES Commissioners: _____

NOES: Commissioner(s): _____

EXCUSED: Commissioner(s): _____

ABSTAINED: Commissioner(s) _____

CHAIR

STATE OF CALIFORNIA)
)
COUNTY OF ORANGE)

I, DARLENE J. BLOOM, Clerk of the Commission of Orange County, California, hereby certify that a copy of this document has been delivered to the Chair of the Commission and that the above and foregoing Resolution was duly and regularly adopted by the Children and Families Commission of Orange County.

IN WITNESS WHEREOF, I have hereto set my hand and seal.

DARLENE J. BLOOM
Clerk of the Commission, Children and Families Commission of
Orange County, County of Orange, State of California

Resolution No: __-08-C&FC

Agenda Date: October 1, 2008

Item No. __



I certify that the foregoing is a true and correct copy of the Resolution adopted by the

DARLENE J. BLOOM, Clerk of the Commission

By: _____
Deputy

EXHIBIT A TO RESOLUTION OF COMMISSION

(Attach copy(ies) of final executed Amendment to Agreement FCI-A6-02)