DEPARTMENT: Human Services/BHRS
BY: James Rydingsword
PHONE: (209) 966-2000

RECOMMENDED ACTION AND JUSTIFICATION:

It is respectfully requested that the Board approve the subcontracting of the Mariposa County's Substance Abuse Prevention Programs to a qualified community agency.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

See Attached Board Memo.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

See Attached Board Memo.

---

**Financial Impact?** (X) Yes | ( ) No | Current FY Cost: $ | Annual Recurring Cost: $
Budgeted In Current FY? (X) Yes | ( ) No | ( ) Partially Funded
Amount in Budget: $ | 
Additional Funding Needed: $ 
Source: 
- Internal Transfer
- Unanticipated Revenue
- Transfer Between Funds
- Contingency
  - (X) General
  - ( ) Other

List Attachments, number pages consecutively

- Board Memo, Pages 1-2
- Letter of Interest, Pages 3-4
- AOD Strategic Plan, Page 5

---

**CLERK'S USE ONLY:**
Res. No. 58-59 | Ord. No. _____
Vote - Ayes: 5 | Noes: _____
Absent: _____
Approved
( ) Minute Order Attached • ( ) No Action Necessary

The foregoing instrument is a correct copy of the original on file in this office.

Date: 

Attest: MARGIE WILLIAMS, Clerk of the Board
County of Mariposa, State of California
By: 
Deputy

---

**COUNTY ADMINISTRATIVE OFFICER:**

- Requested Action Recommended
- No Opinion

Comments:

---

CAO:

---

Rev. Dec. 2002
August 19, 2008

To: Members; Board of Supervisors  
    Richard Benson, CAO  
From: James A. Rydingsword  
RE: Alcohol and Other Drug Prevention Subcontract

Recommendation

It is respectfully requested that the Board approve the subcontracting of the Mariposa County’s Substance Abuse Prevention Programs to a qualified community agency.

Background/Current Situation

Currently Mariposa County Behavioral Health and Recovery Services receives State funding to implement primary prevention strategies and programs under the Substance Abuse Prevention and Treatment Block Grant in the amount of $75,702 annually. These funds have been utilized to operate the Friday Night Live and Club Live Programs, as well as to formulate and implement the Mariposa County Strategic Plan for Alcohol and Other Drug Prevention. Additionally, we receive a grant funded through the California Friday Night Live Partnership in the amount of $33,500 annually to administer a Mentoring Program in the School District.

During the past several years, it has been difficult for MCBHRS to successfully administer these programs due to the difficulty in retaining staff with the level of prevention expertise necessary to implement these programs. It is our feeling that a community-based agency with prevention project experience could provide these programs with the continuity needed to achieve successful outcomes. Additionally, there is a movement afoot in the community to collaborate on prevention activities in an effort to maximize resources, avoid duplication of efforts, and leverage more prevention dollars for our community. Subcontracting these programs to a community agency could be the County’s contribution to assist with these efforts.

After receiving guidance from the County Administrative Office and the County Counsel Office, the process that we are proposing we undertake to choose a community agency to administer these programs is to: 1) send out letters of interest to all of our community partners requesting a brief proposal (letter attached); 2) advertise the availability of funds in the Mariposa Gazette and on the MCBHRS website for 2 weeks; 3) convene a team of reviewers in MCBHRS to choose a qualified agency that can successfully administer these programs and meet our objectives with the State; and 4) make a request to the BOS to have a contract signed with the successful applicant for an October 1st start date.

The contract will begin October 1, 2008 and end September 30, 2009 and will be reviewed and amended on an annual basis, based on the performance of the agency as well as the allocation awarded by the State. The estimated maximum allocation from the state for these programs is $113,224. The amount of the contract with the successful agency will be $103,577, with MCBHRS with retaining $9,647 for administration of the funding and reporting.
Financial

The Federal and State prevention allocations and Mentoring grants are received into the Alcohol and Drug Programs budget, 001-0403, and are currently included in the fiscal 2008-2009 budget package. The necessary redistribution of appropriations to accommodate the subcontracting of the prevention programs will be included in the final budget adjustments to be submitted in September. Because the term of the contract follows the federal fiscal year, one quarter of the funds, $25,894, will be part of the fiscal year 2009-2010 budget. The fourth quarter of the federal fiscal year 2007-2008 (July 1 – Sept 30) will remain in the Alcohol and Drug budget for support of program activities taking place before the awarding of a sub-contract.

There is no impact to general fund dollars.
August 1, 2008

Dear Community Partner,

Mariposa County Behavioral Health and Recovery Services is currently seeking to contract out Alcohol and Other Drug Prevention related program funds to a qualified community agency. We are requesting that community entities interested in providing these prevention services submit a brief proposal to MCBHRS outlining their agencies qualifications and project ideas by August 31, 2008.

Funds that are currently available for the 2008-09 Federal fiscal year (October 1, 2008 – September 30, 2009) include:

- Substance Abuse Prevention Program: maximum of $65,752 (contingent upon State Budget approval)
- Friday Night Live: $3,000
- Club Live: $3,000
- FNL Mentoring Program: $31,825

Descriptions and requirements of each Program are attached.

Qualified agencies must be able to demonstrate:

- Organizational capacity and experience administering grant funded programs (development, implementation, evaluation, reporting, etc.)
- Experience implementing prevention programs and strategies
- Knowledge of alcohol and drug related prevention program and strategies
- Ability to work in partnership with the Mariposa County Unified School District and other community partners
- Knowledge of Primary Prevention concepts
- Willingness to adhere to requirements as outlined in County Standard Agreement (available upon request)
- Willingness to adhere to requirements of State and Federal funding statutes and regulations (ie: confidentiality, non-discrimination, drug-free workplace requirements, etc.) – complete list provided upon request.
- Ability to create measurable objectives, evaluate prevention programs, and track program progress, expenses, demographics, and outcomes
- Ability to effectively meet deliverable requirements, as outlined in Scope of Work (progress reports, fiscal reports, invoices, etc.)

Interested organizations should submit a brief Proposal (5-7 page maximum) to MCBHRS, including the following components:

- Organizational Information: name, status (non-profit, school district, etc.), organizational history, organizational capacity and experience with grant management, etc.
- Experience with providing prevention programs, specifically as they relate to alcohol and drug related prevention.
• Experience with the development, implementation, evaluation, and meeting reporting requirements of funders.
• Plan for implementation of Project Objectives. If you are proposing an amendment to strategies in the Mariposa County Alcohol and Other Drug Prevention Strategic Plan (2007-2012), please describe what strategies you propose and the justification for this amendment. (Please note that any modifications will need to be approved by the State)
• Preliminary Budget indicating how you will expend the funds to ensure Program Objectives are met.

Upon selection by the Department, contracts will commence October 1st, 2008. An annual renewal process will be implemented for ongoing funding, upon successful completion of deliverables. Payments will be made to the contractor on a quarterly basis following the submission of a claim form. Because this is a start up program, an advance may be available upon request.

If you have any further questions about this process, please contact John Lawless at MCBHRS at (209) 966-2000 or jlawless@mariposacounty.org.

We look forward to hearing from you about how you can help to provide this important service for Mariposa County.

Sincerely,

James Rydingsword
Director
Mariposa County Behavioral Health and Recovery Services
Strategic Plan for Alcohol and Other Drug Prevention (2007-2012)

Vision: A healthy community free from alcohol and drug problems.

Mission: To enhance youth and family health through leadership and coordination of community-based alcohol and drug initiatives using Environmental Strategies.

Guiding Prevention Principles:
- Prevention fosters safe and healthy environments for individuals, families and communities.
- The Community shares responsibility for prevention. All sectors, including youth, must challenge ATOD standards, norms and values to continually improve the quality of life within the community.
- Prevention engages individuals, organizations and groups at all levels of the prevention system.
- Prevention utilizes the full range of cultural and ethnic wealth within communities.

Strategic Plan Goals:
- Increasing the community’s capacity to engage in Environmental Prevention
- Reducing youth access to drinking in Mariposa County
- Increasing information on Marijuana availability to further define the problem countywide
- Defining and tracking Methamphetamine availability within the community
- Decreasing associated problems resulting from prescription drug problems.

Full copies of the current Strategic Plan are available upon request through the Department.