DEPARTMENT: Human Services/BHRS

RECOMMENDED ACTION AND JUSTIFICATION:

It is respectfully recommended that your Board: (1) enter into a Personal Service Agreement with Volney Dunavan for Alcohol and Drug programs until full time staff can be hired; and (2) authorize your Chairman to sign the agreement.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

Please see attachment.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Please see attachment.

Financial Impact? ( ) Yes (X) No
Budgeted in Current FY? ( ) Yes ( ) No ( ) Partially Funded
Amount in Budget: $__________________
Additional Funding Needed: $__________________
Source:
Internal Transfer
Unanticipated Revenue
Transfer Between Funds
Contingency
( ) General ( ) Other

Annual Recurring Cost: $__________________

List Attachments, number pages consecutively
Board Memo, Page 1
PSA, Pages 2-7

CLERK'S USE ONLY:
Res. No.:________ Ord. No.________
Vote – Ayes: ______ 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: __________

Revised Dec. 2002
November 4, 2004

TO: Members, Board of Supervisors
   Rich Inman, CAO
FROM: Cheryle Rutherford-Kelly
RE: Behavioral Health / Alcohol and Drug Programs / Authorization to Enter Into a Personal Service Agreement Until Additional Staff Are Hired

Recommendation

It is respectfully recommended that your Board: (1) enter into a Personal Service Agreement with Volney Dunavan for Alcohol and Drug programs until full time staff can be hired; and (2) authorize your Chairman to sign the agreement.

Background / Current Situation

The Alcohol and Drug Programs have existing vacancies. Towards continuation of services, Alcohol and Drug Programs has a Personal Service Agreement approved by your Board for Regina Taber, for up to twenty-four (24) hours per week to provide services for the Driving Under the Influence (DUI) Program. Ms. Taber will cease providing these services on November 12, 2004. This department would like to continue these DUI services through another Personal Service Agreement until such time as permanent staff is hired.

We would like to utilize the services of Ms. Volney Dunavan, for up to thirty-two (32) hours per week. This increase of eight (8) hours per week over Ms. Taber’s hours allows the time necessary for Ms. Dunavan to become familiar with our program and, upon hiring new staff, to train that staff to take over the DUI program services. Ms. Dunavan is experienced in the alcohol and drug treatment field and has provided many DUI services in the recent past. She is a CAADAC Certified Alcohol and Drug Counselor II.

The Personal Service Agreement would start November 10, 2004. We are requesting permission to enter into this personal service agreement until permanent staff are hired.

Financial

Ms. Dunavan will provide service at a cost of $18 per hour. This agreement will be paid from salary savings due to vacant positions. There are no general fund dollars involved.