

COPY

Richard Swift
Director

November 25, 2016

Board of County Commissioner
Clackamas County

Members of the Board:

Approval of an Intra-Agency Agreement with
Clackamas County Children, Youth and Families Division for
Alcohol and Drug Prevention Strategies for Families

Purpose/Outcomes	This agreement provides alcohol and drug prevention strategies for families within Clackamas County struggling with substance use disorders.
Dollar Amount and Fiscal Impact	Contract maximum value is \$179,375.00
Funding Source	Oregon Health Authority 2015-2017 Community Mental Health Program (CMHP) Intergovernmental Agreement #147783, specifically Alcohol & Drug (A&D) Prevention Services funds. No County General Funds are involved.
Duration	Effective July 1, 2015 and terminates on June 30, 2016
Previous Board Action	The Board last reviewed and approved this agreement on June 26, 2014, Agenda item 062614-A1
Strategic Plan Alignment	1. N/A 2. Ensure safe, healthy and secure communities.
Contact Person	Mary Rumbaugh, Interim Director 503-742-5305
Contract No.	7397

BACKGROUND:

The Clackamas County Behavioral Health Division (CCBHD) of the Health, Housing & Human Services Department requests the approval of an Interagency Agreement with the Children, Youth and Families Division (CYFD) to provide strategies for alcohol and drug abuse prevention for families.

This IAA is retroactive as the Division did not expect to receive the funds from the State to pass through in the current grant award. The State will soon be amending the grant to remove funding from CCBHD and will award directory to CYF. It is effective July 1, 2015 and terminates on June 30, 2016

This IAA has a maximum contract value of \$179,375.00. No County General Funds are involved. This agreement has been reviewed and approved by County Counsel as part of the H3S contract standardization project

RECOMMENDATION:

Staff recommends the Board approve this agreement and authorizes Richard Swift, H3S Director to sign on behalf of Clackamas County.

Respectfully submitted,


Richard Swift, Director
Health, Housing & Human Services

Healthy Families. Strong Communities.

INTRA-AGENCY AGREEMENT
BETWEEN
CLACKAMAS COUNTY HEALTH, HOUSING AND HUMAN SERVICES
BEHAVIORAL HEALTH DIVISION
AND
CLACKAMAS COUNTY HEALTH, HOUSING AND HUMAN SERVICES
CHILDREN, YOUTH, AND FAMILIES DIVISION

AGREEMENT # 7397

1. PURPOSE:

This agreement between **Clackamas County Behavioral Health Division** herein referred to as "BHD" and **Clackamas County Children, Youth and Families Division** herein referred to as "CYFD" provides alcohol and drug prevention strategies working with families of Clackamas County.

2. SCOPE OF WORK

CYFD agrees to:

- A. Provides the leadership and management of the Clackamas County Prevention Coalition (CCPC) to reduce alcohol and drug misuse among 12-25 year olds.
- B. CCPC efforts will integrate best practice planning & reporting processes as adopted by the Oregon Addictions and Mental Health Division (e.g. Social –Ecological Domains, Service Populations, Institute of Medicine, Center for Substance Abuse, and Prevention Risk Categories to report program activities.
- C. Focus Population – 12-25 years of age, IOM category: Universal, Selective and Indicated.
- D. Allowable Funded Activities – CSAP Strategies: Information Dissemination (Health Promotions, Media Campaigns, Positive Community Norms Campaign, Curricula Dissemination), Prevention Education, Alternative Activities (After School Programs, Mentoring), Community Based Processes (Coalition Support), and Environmental Approaches (Public Policy Efforts).
- E. Report Outcome Data sets to Oregon Prevention data System which could include –
 - a) Oregon Healthy Teen Survey (OHT) results,
 - b) Student Well Survey (SWS) results and
 - c) Pre/Post Survey from program participants.
- F. CYFD agrees that its agents and employees shall maintain the confidentiality of any client identifying information, written or otherwise, with which they may come in contact, in accordance with all applicable provisions of state and federal statutes, rules and regulations, and shall comply with the same in the event of requests for information by any person or federal, state or local agency. In addition, the CYFD acknowledges the existence of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), PL 104-191, 45 CFR Parts 160-164, and agrees that CYFD and CYFD's agents and employees will comply with all applicable requirements of HIPAA related to the confidentiality of client records or other client identifying information.

3. REPORTING REQUIREMENTS

CYFD will provide quarterly progress reports that track the number of clients receiving services and submit a progress report to Oregon Prevention Database. These reports are due within 30 days after the end of each quarter.

4. COMPENSATION

Compensation shall consist of the following components:

- A. CYFD will be compensated quarterly based on actual expenditures for the programs listed. One quarter of the value of the agreement (\$44,843.75) will be advanced through an interfund upon execution of this agreement and adjusted to actual at the time of the second quarter interfund transfer.

Programs supported by A&D 70 funds and administered by CYF:

- (1) Prevent Net Sites: **\$120,000.00**
 - a) Northwest Family Services - \$72,000
 - b) Todos Juntos - \$48,000

- (2) Mentoring: **\$10,000.00**
 - a) Estacada School District - \$10,000

- (3) Coalition Oversight: **\$40,407.00**
 - a) CYF – \$40,407

- (4) Administrative Overhead: **\$8,968.00**
 - a) CYF- \$8,968

Total A&D 70 Funds: Prevention Plan **\$179,375**

- B. The total compensation to CYFD shall not exceed **\$179,375**.
- C. CYFD will submit quarterly Interfund request with reimbursement invoice to BHD for a transfer of funds to be reimbursed supported by an expenditure report. BHD will transfer funds to CYFD through an interfund based on the request and supporting documentation. CYFD will submit progress reports, expenditure reports and Interfund requests to:

Behavioral Health Division
Attention: Accounts Payable
BHAP@co.clackamas.or.us

5. LIASON RESPONSIBILITY

Mary Rumbaugh (503)-742-5305 will act as liaison from BHD.
(unit of government)Rodney Cook (503)650-5677 will act as liaison from CYFD.

6. TERM OF AGREEMENT

This agreement becomes effective **July 1, 2015**, and will continue through until **June 30, 2016**. This agreement is subject to early termination by either of the parties when thirty (30) days' written notice has been provided to the other party.

This contract consists of six (6) sections plus the following attachments:

Attachment 1 INTERFUND INVOICE Sample

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed by their duly authorized officers.

**CLACKAMAS COUNTY
CHILDREN, YOUTH, AND FAMILIES DIVISION**



Rodney Cook
Director

¹⁸10-16-15

Date

**CLACKAMAS COUNTY
BEHAVIORAL HEALTH DIVISION**



Mary Rumbaugh
Interim Director

11/7/15

Date

CLACKAMAS COUNTY

Commissioner: John Ludlow, Chair
Commissioner: Jim Bernard
Commissioner: Paul Savas
Commissioner: Martha Schrader
Commissioner: Tootie Smith

Signing on Behalf of the Board:

Richard Swift, Director
Health, Housing and Human Services Department

Date