



Monterey County

168 West Alisal Street,
1st Floor
Salinas, CA 93901
831.755.5066

Board Report

Legistar File Number: A 17-201

June 20, 2017

Introduced: 5/26/2017

Version: 1

Current Status: Agenda Ready

Matter Type: BoS Agreement

- a. Approve and authorize the Director of Health or the Assistant Director of Health to sign an Agreement with Linda Garrett, dba Garrett Consulting Group, LLC in the amount of \$58,684 retroactively effective January 1, 2017 through December 31, 2018, to provide Healthcare Risk Management consultation services.
- b. Approve non-standard risk provisions in Agreement, as recommended by the Director of Health.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Director of Health or the Assistant Director of Health to sign an Agreement with Linda Garrett, dba Garrett Consulting Group, LLC in the amount of \$58,684 retroactively effective January 1, 2017 through December 31, 2018, to provide Healthcare Risk Management consultation services.
- b. Approve non-standard risk provisions in Agreement, as recommended by the Director of Health.

SUMMARY/DISCUSSION:

The Monterey County Health Department (MCHD) requires specialized assistance with policy and procedure development, general consultation, as well as on-site training programs regarding health data systems and compliance with privacy and confidentiality laws for our administrative and clinical staff.

The Garrett Consulting Group, provides consultation and training services on a variety of medical/legal topics including mandated reporting, patients' rights, ethics, electronic records, General MCHD HIPAA (Health Insurance Portability and Accountability Act)/CMIA (California Medical Information Act) Policy consultation and federal and state medical confidentiality laws. Linda Garrett, owner of Garrett Consulting Group, has an extensive background in Healthcare Risk Management services as well as five (5) years of experience assisting MCHD with training and providing consultation.

Linda Garrett created the Garrett Consulting Group in December 2016, our confidence in her skills and services lead MCHD to continue services in January while we were drafting a Department wide contract for the next two years. Due to the transition of Ms. Garrett's business during the holidays, problems with notification to MCHD of the change and the immediate need for specialized legal services, we were unable to complete an Agreement prior to the start date of January 1, 2017.

While this work is not directly in support of a Health Department strategic initiative, it is in

support of one or more of the ten essential public health services, specifically: 1.) Develop policies and plans that support individual and community health efforts. 6.) Enforce laws and regulations that protect health and ensure safety. 8.) Assure competent public and personal health care workforce.

OTHER AGENCY INVOLVEMENT:

County Counsel and Auditor-Controller have reviewed and approved this Agreement as to legal form and fiscal provisions, respectively.

FINANCING:

There are sufficient appropriations in the Health Department FY 2016-17 Adopted Budget for Clinic Services (001-HEA007-8096), Behavioral Health (023-HEA012-8410), Public Health (001-HEA003-8124), and Administration (001-HEA014-8438) to cover services. The Health Department included this Agreement in its FY 2017-18 Requested Budget.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Check the related Board of Supervisors Strategic Initiatives:

Economic Development:

- Through collaboration, strengthen economic development to ensure a diversified and healthy economy.

Administration:

- Promote an organization that practices efficient and effective resource management and is recognized for responsiveness, strong customer orientation, accountability and transparency.

Health & Human Services:

- Improve health and quality of life through County supported policies, programs, and services; promoting access to equitable opportunities for healthy choices and healthy environments in collaboration with communities.

Infrastructure:

- Plan and develop a sustainable, physical infrastructure that improves the quality of life for County residents and supports economic development results.

Public Safety:

- Create a safe environment for people to achieve their potential, leading businesses and communities to thrive and grow by reducing violent crimes as well as crimes in general.

Prepared by: Frances Stevens, MAII, 4532

Approved by: Elsa Jimenez, Director of Health, 4526

Attachments:

Agreement is on file with the Clerk of the Board