



County of Monterey

Item No.54

Board Report

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Legistar File Number: A 25-475

December 09, 2025

Introduced: 11/21/2025

Current Status: Agenda Ready

Version: 1

Matter Type: BoS Agreement

- a. Approve the execution by the County Counsel of a Professional Service Agreement with Garrett Law LLP for the provision of webinar training services for Health Department staff on patient confidentiality and related compliance, for a total agreement amount of \$250,000 with a term of January 1, 2026 through December 31, 2027;
- b. Approve non-standard risk provisions in Agreement, as recommended by the Director of Health Services; and
- c. Approve and authorize the County Counsel to execute up to three (3) future Amendments that do not exceed 10% (\$25,000) of the original Agreement amount, and does not significantly alter the scope of services, for a maximum Agreement amount of \$275,000.

RECOMMENDATION:

It is recommended that the County of Monterey Board of Supervisors:

- a. Approve the execution by the County Counsel of a Professional Service Agreement with Garrett Law LLP for the provision of webinar training services for Health Department staff on patient confidentiality and related compliance, for a total agreement amount of \$250,000 with a term of January 1, 2026 through December 31, 2027;
- b. Approve non-standard risk provisions in Agreement, as recommended by the Director of Health Services; and
- c. Approve and authorize the County Counsel to execute up to three (3) future Amendments that do not exceed 10% (\$25,000) of the original Agreement amount, and does not significantly alter the scope of services, for a maximum Agreement amount of \$275,000.

SUMMARY:

The County of Monterey Health Department (Health) requires specialized assistance in delivering web-based training programs focused on health data systems and compliance with privacy and confidentiality laws for administrative and clinical staff. Garrett Law LLP will provide these services, leveraging their expertise in healthcare risk management, medical/legal compliance, and over ten years of experience supporting Health through training and consultation.

DISCUSSION:

Garrett Law LLP provides training on critical medical/legal topics including mandated reporting, patients' rights, ethics, electronic health records, and policy development related to Health Insurance Portability and Accountability Act, the California Medical Information Act, and other confidentiality laws. Their continued support ensures Health's staff maintain compliance with state and federal regulations, strengthens data protection practices, and upholds ethical standards in patient care.

Ongoing training through this agreement will enhance staff competency and reduce risk exposure across Health Department programs.

OTHER AGENCY INVOLVEMENT:

The Office of the County Counsel and the Auditor-Controller have reviewed and approved as to legal form fiscal provisions, respectively.

FINANCING:

Appropriations for this agreement are included in the Health Department's Fiscal Year (FY) 2025-26 Adopted Budgets for the Administration, Behavioral Health, and Clinic Services Bureaus (001-4000-8438-HEA014, 023-4000-8410-HEA012, and 001-4000-8591-HEA007 respectively). For the FYs out, provisions will be made in the Requested Budget for the appropriate year.

BOARD OF SUPERVISORS STRATEGIC PLAN GOALS:

Mark a check next to the related Board of Supervisors Strategic Plan Goals:

This agreement supports the below Goal by ensuring Health staff are properly trained in privacy, confidentiality, and patient rights, which promotes safe, ethical, and compliant delivery of health services to Monterey County residents while strengthening the quality and accountability of County health services through staff development and compliance training.

- ☒ Well-Being and Quality of Life
- ☐ Sustainable Infrastructure for the Present and Future
- ☐ Safe and Resilient Communities
- ☐ Diverse and Thriving Economy

Prepared by: Shiba Sumeshwar, MA III, 755-4018

Approved by: Elsa Mendoza Jimenez, Director of Health Services, 755-4526

Attachment:

Board Report

Agreement