



Health & Human Services Agency

COUNTY OF TULARE AGENDA ITEM

BOARD OF SUPERVISORS

LARRY MICARI
District One

PETE VANDER POEL
District Two

AMY SHUKLIAN
District Three

EDDIE VALERO
District Four

DENNIS TOWNSEND
District Five

AGENDA DATE: March 18, 2025

Public Hearing Required	N/A
Scheduled Public Hearing w/Clerk	N/A
Published Notice Required	N/A
Advertised Published Notice	N/A
Meet & Confer Required	N/A
Budget Transfer (Aud 308) attached	N/A
Personnel Resolution attached	N/A
Agreement(s) attached	Yes

CONTACT PERSON: Staci Chastain PHONE: 559-624-8000

SUBJECT: Approve an agreement with Amarillo College of Hairdressing, Inc., dba Milan Institute

REQUEST(S):

That the Board of Supervisors:

1. Approve an agreement with Amarillo College of Hairdressing, Inc., dba Milan Institute, to host Medical Assistant and Administrative Medical Assistant externs in Tulare County Health and Human Services Agency's Public Health Branch Visalia Health Care Clinic in the amount of zero dollars, effective from March 18, 2025, through June 30, 2028.
2. Authorize the Chair to sign the agreement.

SUMMARY:

The Tulare County Health and Human Services Agency's (HHSA) Public Health Branch requests to enter into an agreement with Amarillo College of Hairdressing, Inc., dba Milan Institute (Milan Institute) to offer an extern experience for students in their Medical Assistant and Administrative Medical Assistant programs. This proposed agreement will provide a wide range of learning experiences and opportunities for students to support the Public Health Branch. Through this proposed agreement, HHSA's Public Health Branch will allow students enrolled at the Milan Institute to complete their required coursework while gaining clinical, medical, and administrative field and observational experience.

The Public Health Branch has numerous agreements with educational institutions and hosts externs/interns as part of their public health undergraduate and graduate programs and career development programs. The externs/interns contribute significantly to the

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HHSA Public Health Branch's operational capacity and organizational efficiency through these agreements. Externs/interns are generally assigned to provide specific services within various public health programs to meet their practicum/program requirements.

The extern program will effectively support long-term efforts to prepare and recruit a competent public health workforce. County interns gain in-depth exposure to Tulare County's Public Health efforts and develop the skills and knowledge base that can help facilitate entry into the public health workforce post-graduation. County externships also expose students to opportunities for post-graduation employment, potentially increasing the County's pool of qualified applicants.

The following term deviates substantively from the standard County boilerplate: 1) the term is for multiple years.

FISCAL IMPACT/FINANCING:

There is no cost associated with this agreement; therefore, there is no net County cost to the General Fund.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The County's five-year plan includes the Organizational Performance Initiative to enhance quality services through proven, cost-effective strategies by utilizing student externs from Milan Institute. This agreement helps fulfill this obligation as HHSA can use additional personnel to support program operations. In addition, the Tulare County Public Health Branch will allow students interested in pursuing a career within the Public Health Branch to develop critical skill sets and will assist the Branch in identifying and recruiting potential candidates. The approval of this agreement increases the ability to fulfill personnel and service obligations through the affiliation and partnership with Milan Institute.

ADMINISTRATIVE SIGN-OFF:

/s/Karen Elliott

Karen Elliott

Director of Public Health

Cc: County Administrative Office

Attachments: Agreement