



# 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:** June 29, 2021 REVISED

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: Timothy Lutz    PHONE: 559-624-8000

**SUBJECT:** Approve an agreement with InTelegy Corporation

**REQUEST(S):**

That the Board of Supervisors:

1. Approve an agreement with InTelegy Corporation for the provision of providing a comprehensive Health & Human Services Agency telework strategy in the amount not to exceed \$397,500 effective upon Board approval and signature through June 30, 2022.
2. Authorize the Chair of the Board to sign one (1) copy of the agreement.

**SUMMARY:**

Due to the global pandemic caused by COVID-19, Tulare County Health and Human Services Agency (HHSA) realized a need for the implementation of telework to enhance our structure, business processes, and supportive services during and after the pandemic. Telework allows for continuous and uninterrupted services and support for Tulare County staff, service providers, community partners and residents. The HHSA is requesting to contract with InTelegy Corporation to develop a comprehensive telework strategy within the following five branches of HHSA:

- Administration
- Fiscal Operations
- Behavioral Health
- Public Health
- Human Services

The objective of the telework strategy is to be able to track and report individual

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productivity measures and enhance the capability of telework. InTelegy's consultants will work with each Branch and Division to document current telework strategies and needs within each of their unique program areas and to develop a comprehensive plan across all agency programs. This project will have three specific deliverables and the option for implementation support:

- A. Telework Assessment by Branch
- B. Agency Policy Recommendation
- C. Branch Level Strategy with Details by Functional Area

The telework strategy and deliverables will establish policy and structure for teleworking, and may improve the agency's recruitment, hiring and retention as well as increasing staff morale and satisfaction. The agency's ability to adapt to telework during the pandemic has allowed the Agency to maintain productivity and collaboration and will enable it to continue to provide effective and efficient services to its clients and community.

**FISCAL IMPACT/FINANCING:**

The budgeted costs associated with this purchase totaling \$397,500 will be included in the FY 2021/2022 Health & Human Service Agency's (HHSA) 001-142 budget. To cover the cost of this agreement, the expenditures will be distributed across the four HHSA branches: Administration and Fiscal Operations (unit 1142), Behavioral Health (unit 3311), Public Health (unit 6005) and Human Services (unit 4010).

**LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:**

The County's five-year strategic plan includes Quality of Life and Organizational Performance initiative to promote and encourage the provision of quality supportive services for individuals in Tulare County. Both initiatives will encourage innovative provision of quality supportive services for at-risk adults, youth and children in the state and federally mandated dependency system that enables and supports success. This agreement is vital for HHSA in continuing to serve and provide quality supportive services for individuals in Tulare County by ensuring the efficiency and sustainability of all HHSA programs.

**ADMINISTRATIVE SIGN-OFF:**

/s/Robert Stewart OBO  
Timothy W. Lutz  
Agency Director

Cc: County Administrative Office

Attachments: Agreement