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## STAFF REPORT

February 6, 2003

**MEMO TO: SUTTER COUNTY CHILDREN & FAMILIES COMMISSION**

**FROM: DEB COULTER, EXECUTIVE DIRECTOR**

**SUBJECT: APPROVAL OF TECHNICAL ASSISTANCE SERVICES FOR BRAD MORRISON**

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**RECOMMENDATION:** It is the recommendation of the Executive Director that the Commission approve the Executive Director to negotiate a contract with Brad Morrison of Morrison Forbes Consultants.

**BACKGROUND:** The recommendation negotiating a contract with Brad Morrison is made primarily because this firm has significant involvement with the SCCFC for the past three years and has worked with northern and southern CCFC's since the passage of Prop. 10

The Scope of Work includes; Update of the Strategic Plan, facilitation of two Commission retreats, development of County funding initiatives & other tasks as agreed to by the Executive Director and the Commission. The Scope of Work is structured to grant the Commission and the Executive Director flexibility to use hours as needed.

Consultant will report to the Commission at least quarterly and billings will be reviewed by the Commission for authorization to be paid.

The contract with Brad Morrison will be presented to the Commission for approval on March 28, 2003.

**CURRENT PROPOSAL:** It is requested that the Commission approve negotiating a contract with Brad Morrison of Morrison Forbes Consultants.

**IMPACT ON COMMISSION RESOURCES:** \$8,360.00

**POLICY ACTION REQUESTED:** Approval of the recommendation.

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