



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: June 22, 2021

Subject: Rescind Prior Board Action Pertaining to Contracted Services with Laura Swafford

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### **RECOMMENDATION(S):**

RESCIND Board action of June 8, 2021 (C.127), which pertained to a contract with Laura Swafford; and APPROVE and AUTHORIZE the Health Services Director, or designee, to execute an amendment agreement #23-391-19 with Laura Swafford, an individual, effective May 1, 2021, to increase the payment limit by \$20,000, from \$250,000 to a new payment limit of \$270,000 with no change in the term of July 1, 2020 through June 30, 2021, for consultation, technical support, and training services for the Health Service Department's ccLink System.

### **FISCAL IMPACT:**

Approval of this amendment will result in additional budgeted expenditures of up to \$20,000 for FY 2020-2021 and will be funded 100% by Hospital Enterprise Fund I revenues. (No rate increase)

### **BACKGROUND:**

This contractor has been providing technical support and training services for the Health Services Department for the ccLink System to enhance utilization of the EPIC Billing

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☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY  
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD  
COMMITTEE

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Action of Board On: **06/22/2021** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

### **VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: June 22, 2021

, County Administrator and Clerk of the Board of Supervisors

By: Wendy Mascitto, Deputy

Contact: Patrick Godley,  
925-957-5405

System since 2006. Approval of this contract will allow the contractor to continue to work on data and financial analysis, partner with department leaders to understand current workflows and develop future workflows that will result in operations improvements, investigate complex billing issues and recommend both operational and technical solutions that align with the department's business strategy.

## BACKGROUND: (CONT'D)

On July 14, 2020 the Board of Supervisors approved Contract #23-391-17 with Laura Swafford in an amount not to exceed \$250,000 to provide technical support and training services to the Health Services Department's billing office work processes and creating work queues in ccLink, for the period from July 1, 2020 through June 30, 2021.

On June 8, 2021 the Board of Supervisors approved C.127 to amend Contract #23-391-17, however, the dates on the Board Order were incorrect and amended the FY 2021/2022 contract in error. This Board Order will rescind that incorrect Board Order and allow the Department to increase the funds for the 2020/2021 contract from by \$20,000 from \$250,000 to a new Payment Limit of \$270,000. This will allow the contractor to be paid for technical support and training services to the Health Services Department's billing office work processes and creating work queues in ccLink, through June 30, 2021.

## CONSEQUENCE OF NEGATIVE ACTION:

If the recommendation is not approved, the prior incorrect Board action will stand and the department will not have Board authorization to increase the payment limit for the FY 2020-2021 contract allowing payment for services by Laura Swafford through June 30, 2021.