



**THOMAS L. GARTHWAITE, M.D.**  
Director and Chief Medical Officer

**FRED LEAF**  
Chief Operating Officer

COUNTY OF LOS ANGELES  
DEPARTMENT OF HEALTH SERVICES  
313 N. Figueroa, Los Angeles, CA 90012  
(213) 240-8101

BOARD OF SUPERVISORS

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November 24, 2004

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**TERMINATION OF AGREEMENT NO. H-700173-2  
WITH THE LOS ANGELES UNIFIED SCHOOL DISTRICT  
FOR THE HEALTH CARE WORKFORCE DEVELOPMENT PROGRAM  
(All Districts) (3-Votes)**

**IT IS RECOMMENDED THAT YOUR BOARD:**

Approve and authorize the Director of Health Services, or his designee (hereafter Director), to terminate Agreement No. H-700173-2 with the Los Angeles Unified School District in accordance with the Termination for Convenience provision in the agreement.

**PURPOSE/JUSTIFICATION OF THE RECOMMENDED ACTIONS:**

The Department of Health Services (DHS) is recommending termination of Agreement No. H-700173-2 with the Los Angeles Unified School District (LAUSD) for adult basic education services, and is requesting authority for the Director to terminate the agreement in accordance with the Termination for Convenience provision in the agreement.

**FISCAL IMPACT/FINANCING:**

The Fiscal Year 2004-05 maximum obligation is \$1,145,355. Contract expenditures to January 31, 2005 are estimated to be \$457,000. Unexpended funds allocated for the LAUSD contract will be reallocated to continue Health Care Workforce Development Program educational programs, including adult basic education services or other programs as approved under Board authority.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On July 13, 2004, the Board approved Agreement No. H-700173-2 with LAUSD for adult basic education services to provide DHS employees the opportunity to improve their skills in reading, math, and preparatory courses to enter future programs in nursing and other allied health professions for the period August 1, 2004 through July 31, 2005. The agreement includes a Termination for Convenience provision with a 10-day written notice.

Interest in the services offered at the three LAUSD sites were below expectations, resulting in lower than expected enrollment. As a result, the Department is requesting authority from the Board to issue a letter of termination to the LAUSD in accordance with the Termination for Convenience provision of the agreement.

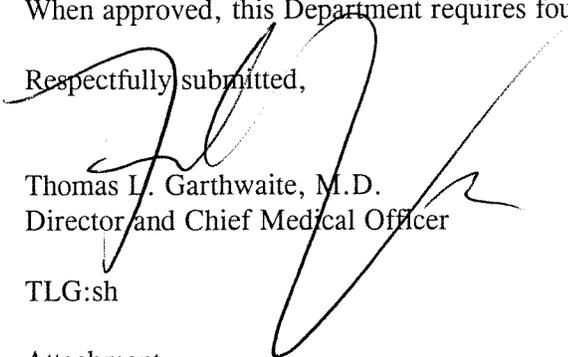
CONTRACTING PROCESS:

Advertisement of contract termination on the Countywide Office of Small Business Website is not required.

Attachment A provides additional information.

When approved, this Department requires four signed copies of the Board's action.

Respectfully submitted,

  
Thomas L. Garthwaite, M.D.  
Director and Chief Medical Officer

TLG:sh

Attachment

c: Chief Administrative Officer  
County Counsel  
Executive Officer, Board of Supervisors

Board Letter (Termination).wpd

SUMMARY OF SERVICES TERMINATED

1. TYPE OF SERVICE:

Adult basic educational services for DHS employees who seek remediation in reading, math, and preparatory courses to enter future programs in nursing and other allied health professions.

2. CONTRACTOR/ADDRESS AND CONTACT PERSON:

Los Angeles Unified School District  
Division of Adult and Career Education  
333 S. Beaudry Ave., 18<sup>th</sup> Floor  
Los Angeles, CA 90020

Santiago Jackson, Assistant Superintendent

3. TERM:

August 1, 2004 through July 31, 2005.

4. FINANCIAL INFORMATION:

The FY 2004-05 maximum obligation is \$1,145,385

5. GEOGRAPHIC AREAS (EMPLOYEES) SERVED:

Employees of the Department of Health Services.

6. ACCOUNTABLE FOR MONITORING:

Kate Edmundson, Acting Director of Human Resources

7. APPROVALS:

Chief Operating Officer: Fred Leaf

Contracts and Grants Division: Irene Riley

County Counsel (approval as to form): Elizabeth Friedman, Senior Deputy County Counsel