



**Health & Human Services  
Agency  
COUNTY OF TULARE  
AGENDA ITEM**

**BOARD OF SUPERVISORS**

KUYLER CROCKER  
District One

PETE VANDER POEL  
District Two

AMY SHUKLIAN  
District Three

J. STEVEN WORTHLEY  
District Four

MIKE ENNIS  
District Five

**AGENDA DATE:** December 4, 2018

Public Hearing Required	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Published Notice Required	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Advertised Published Notice	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
County Counsel Sign-Off	Yes <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>
Meet & Confer Required	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Personnel Resolution attached	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>

CONTACT PERSON: Robert Stewart      PHONE: (559) 624-80000

**SUBJECT:** Approve an agreement with Medina & Yeargin, Inc.

**REQUEST(S):**

That the Board of Supervisors:

1. Approve the agreement with Medina & Yeargin, Inc., in the amount not to exceed \$30,000, to provide consultation services retroactive from February 1, 2018, through December 31, 2018. This agreement is retroactive due to an inadvertent omission in submitting the agreement timely for processing and delays in negotiating terms in the agreement. It was impracticable for the Board to take action prior to February 1, 2018, due to the time needed to process, prepare, and submit the agenda item;
2. Find that the Board had the authority to enter into the proposed agreement as of February 1, 2018, and that it was in the County's best interest to enter into the agreement on that date; and
3. Authorize the Chairman of the Board to sign two (2) copies of the agreement.

**SUMMARY:**

The Tulare County Health and Human Services Agency (HHSA) is dedicated to ensuring compliance with Federal and State of California privacy and security requirements. The Health Insurance Portability and Accountability Act (HIPAA) Privacy Rule establishes national standards to protect individuals' medical records and other personal health information. The Privacy Rule requires appropriate administrative, physical, and technical safeguards to ensure confidentiality, integrity, and security of electronic protected health information.

**SUBJECT:** Approve an agreement with Medina & Yeargin, Inc.

**DATE:** December 4, 2018

Medina & Yeargin, Inc. has the expertise to provide consultation services to ensure HHSA meets the governmental demands for cyber security and privacy. In Fiscal Year 2017/2018, Medina & Yeargin, Inc. provided consultation services to HHSA, and completed a Security Risk Assessment for HIPAA Security Rule and Medi-Cal Eligibility Data System (MEDS) Compliance. Through this assessment, Medina & Yeargin, Inc. found areas of opportunities to ensure compliance and to be responsive to the changing governmental rules and regulations for HIPAA Security. These services were completed through Tulare County Agreement No. PA2210, which expired on January 31, 2018.

In Fiscal Year 2018/2019, Medina & Yeargin, Inc. will complete an analysis of a HIPAA Security and MEDS Risk Assessment, and provide recommendations for a remediation plan. As part of the remediation plan, Medina & Yeargin, Inc. will, 1) evaluate compliance with regulatory requirements, industry standards, and best practices; 2) Identify and evaluate Technical Information Security Risks, and provide actionable solutions to enhance the security of electronic personally identifiable information; and 3) Review of HIPAA Security training and other security awareness efforts to determine whether gaps exist between training content and HIPAA Privacy and Security standards, state privacy and security statutes, and general level of information security awareness among different levels of staff.

This agreement did not go through the Request For Proposal (RFP) process because it is for continuation of services. Medina & Yeargin, Inc. conducted the Security Risk Assessment and he will assist with the remediation plan and the implementation of a HIPAA Security program.

**FISCAL IMPACT/FINANCING:**

Funding for this agreement is \$30,000. This agreement benefits all HHSA branches, and an equal portion of the cost will be covered by each branch. The amount has been included in the Fiscal Year 2017/2018 and Fiscal Year 2018/2019 budget. There is no additional net cost to the County General Fund.

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

Tulare County's Strategic Plan includes the initiative of Organizational Performance. This agreement will assist HHSA in ensuring compliance with governmental security and privacy regulations and that performance is based on best practices.

**ADMINISTRATIVE SIGN-OFF:**



Robert Stewart  
Director of Fiscal Operations

cc: County Administrative Office

**SUBJECT:** Approve an agreement with Medina & Yeargin, Inc.  
**DATE:** December 4, 2018

Attachment(s) Agreement

**BEFORE THE BOARD OF SUPERVISORS  
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF APPROVE AN ) Resolution No. \_\_\_\_\_  
AGREEMENT WITH MEDINA & YEARGIN, ) Agreement No. \_\_\_\_\_  
INC. )  
)

UPON MOTION OF SUPERVISOR \_\_\_\_\_, SECONDED BY  
SUPERVISOR \_\_\_\_\_, THE FOLLOWING WAS ADOPTED BY THE  
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD \_\_\_\_\_  
\_\_\_\_\_, BY THE FOLLOWING VOTE:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

ATTEST: JASON T. BRITT  
COUNTY ADMINISTRATIVE OFFICER/  
CLERK, BOARD OF SUPERVISORS

BY: \_\_\_\_\_  
Deputy Clerk

\* \* \* \* \*

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2. Find that the Board had the authority to enter into the proposed agreement as of February 1, 2018, and that it was in the County's best interest to enter into the agreement on that date; and
3. Authorize the Chairman of the Board to sign two (2) copies of the agreement.