

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF THE COUNTY OF SAN BERNARDINO  
AND RECORD OF ACTION**

**July 28, 2020**

**FROM**

**WILLIAM L. GILBERT, Director, Arrowhead Regional Medical Center**

**SUBJECT**

Amendment to Agreement with Arnold Kevin Nourse dba Nourse Leadership Strategies for Leadership Coaching and Education

**RECOMMENDATION(S)**

Approve **Amendment No. 3 to Agreement No. 20-606** (4400007170) with Arnold Kevin Nourse dba Nourse Leadership Strategies that expands the leadership training scope of services to include additional leadership mentoring, coaching, and education training, and increases the contract amount by \$248,625, from \$158,250 to \$406,875, with no change to the contract period of September 20, 2017 through June 30, 2021.

(Presenter: William L. Gilbert, Director, 580-6150)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Provide for the Safety, Health and Social Service Needs of County Residents.**

**FINANCIAL IMPACT**

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). The additional cost of \$248,625 is funded by State Medi-Cal, Federal Medicare, private insurances, and other departmental revenue. Funding sources may change in the future pending any legislative activity related to the repeal and/or replacement of the Affordable Care Act. Adequate appropriation and revenue have been included in the Arrowhead Regional Medical Center (ARMC) 2020-21 budget.

**BACKGROUND INFORMATION**

Approval on the recommendation will allow ARMC to continue to work with Arnold Kevin Nourse dba Nourse Leadership Strategies (Nourse) on expanding the current leadership training within healthcare. The additional training will include the following:

- Team coaching and facilitation,
- Executive coaching,
- Management Development Program (MDP) delivery, and
- Future Leaders Program (FLP) delivery.

Nourse had completed most of the scope of services in the original agreement for initial training to ARMC management staff, including the development of the MDP and FLP programs and training of a trainer to aid in delivery and future leading of the MDP and FLP programs before the Novel Coronavirus (COVID-19) pandemic effected all training programs. Due to the changes in administrative and management staffing, ARMC leadership determined that they would like to expand the scope of the agreement to include additional services. ARMC leadership worked with Nourse staff to expand the training, coaching, education and a train-the-trainer program.

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This agreement provides for the safety, health and social service needs of County residents, by expanding the knowledge of all ARMC participants to better understand each of their roles within the healthcare setting.

**PROCUREMENT**

As the annual cost of the original scope of services was less than \$100,000, ARMC Administration performed an informal solicitation for quotes from multiple vendors on June 6, 2016. On September 17, 2017, Purchasing executed Agreement No.4400007170, in the amount of \$38,250, with Nourse for the period of September 20, 2017 through November 29, 2018. On October 11, 2018, Purchasing amended the agreement to extend the term through June 29, 2019. On May 9, 2019, Purchasing amended the agreement to increase the amount by \$120,000, and extend the term of the agreement through July 30, 2021.

Due to the fact that the vendor already has an understanding of the ARMC culture and the type of training needed, Purchasing concurs with expanding the scope of services of the original agreement. Amendment No. 3 is being presented at this time for Board approval due to the amendment amount exceeding Purchasing's contract authority for service contracts (up to \$200,000 per fiscal year).

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Scott Runyan, Deputy County Counsel, 387-5455) on July 6, 2020; Purchasing Department (Michelle Churchill, Supervising Buyer, 387-2070) on July 10, 2020; ARMC Finance (Chen Wu, Finance and Budget Officer, 580-3165) on July 8, 2020; Finance (Yael Verduzco, Administrative Analyst, 387-5285) on July 10, 2020; and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423) on July 13, 2020.

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Record of Action of the Board of Supervisors  
County of San Bernardino

**APPROVED (CONSENT CALENDAR)**

Moved: Josie Gonzales Seconded: Robert A. Lovingood  
Ayes: Robert A. Lovingood, Janice Rutherford, Dawn Rowe, Curt Hagman, Josie Gonzales

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: July 28, 2020



cc: ARMC- Gilbert w/agree  
Contractor- C/O ARMC w/agree  
File- w/agree  
la 07/29/2020