

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

April 6, 2021

**FROM**

**VERONICA KELLEY, Director, Department of Behavioral Health**

**SUBJECT**

Non-Financial Student Internship Program Agreement with Azusa Pacific University

**RECOMMENDATION(S)**

Approve the non-financial student internship program **Agreement No. 21-267** with Azusa Pacific University that will establish the terms and conditions for training and field experience of student interns provided by the Department of Behavioral Health, for the period of April 6, 2021 through June 30, 2024.

(Presenter: Veronica Kelley, Director, 388-0801)

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

**Promote the Countywide Vision.**

**Create, Maintain and Grow Jobs and Economic Value in the County.**

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

**FINANCIAL IMPACT**

The student internship program agreement is non-financial; therefore, this item does not impact Discretionary General Funding (Net County Cost).

**BACKGROUND INFORMATION**

The Department of Behavioral Health (DBH) employs qualified professionals in a variety of areas, including Medicine, Nursing, Psychology, Marriage and Family Therapy, and Social Work. DBH can provide the needed tutelage and guidance to student interns participating in a variety of behavioral health related educational programs. Reciprocally, the use of interns to assist the County's workforce is a valuable means of maximizing available public resources. Through the student internship program, DBH provides learning experiences that will help students receive the skills they need to prosper in the 21<sup>st</sup> century economy, which aligns with the San Bernardino Countywide Vision2Succeed initiative.

Since 2008, DBH has operated a successful unpaid internship program through agreements with schools/other institutions that establish the terms and conditions under which DBH will accept students into the internship program. Agreements with schools/other institutions enable students to earn required internship hours while working under the supervision of DBH staff.

On May 21, 2019 (Item No. 26), the Board of Supervisors (Board) approved a non-financial standard student internship program agreement template (agreement template) for public schools/other institutions. On March 10, 2020 (Item No. 20), the Board approved an agreement template for private schools/other institutions. The recommended agreement with Azusa Pacific

**Non-Financial Student Internship Program Agreement with Azusa  
Pacific University  
April 6, 2021**

University (APU) contains modifications to the agreement templates previously approved by the Board. The modifications include the insurance language provisions on proof of coverage, failure to procure coverage, insurance review, insurance specification, cyber insurance and professional services requirements. A provision for adequate DBH staffing such that interns are not utilized for staff coverage has been added in addition to general provisions on attorney's fees, confidentiality, the County representative, subpoenas and venue.

APU and DBH have had an agreement since 2008. A total of 309 APU students have interned with DBH in the disciplines of social work, marriage and family therapy, and nursing.

The recommended agreement will allow APU students the opportunity to continue to intern with DBH.

**PROCUREMENT**

N/A

**REVIEW BY OTHERS**

This item has been reviewed by Behavioral Health Contracts (Ellayna Hoatson, Contracts Supervisor, 388-0858) on February 4, 2021; Human Resources (Khalilah Anderson, Human Resources Business Partner, 388-0821) on February 9, 2021; County Counsel (Julie Surber, Principal Assistant County Counsel, 387-5455) on February 24, 2021; Finance (Christopher Lange, Administrative Analyst, 386-8393) on March 17, 2021; and County Finance and Administration (Tanya Bratton, Deputy Executive Officer, 388-0332) on March 17, 2021.

**Non-Financial Student Internship Program Agreement with Azusa  
Pacific University  
April 6, 2021**

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

**APPROVED (CONSENT CALENDAR)**

Moved: Joe Baca, Jr. Seconded: Col. Paul Cook (Ret.)

Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: April 6, 2021



cc: DBH- Sandoval w/agree  
Contractor- C/O DBH w/agree  
File- w/agree  
LA 04/9/2021