

6/1/04
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



SUBMITTAL DATE:
May 4, 2004

FROM: Community Health Agency

SUBJECT: Ratify the Agreement #03-75580 between the State of California Department of Health Services and the Riverside County Community Health Agency, Department of Public Health, for Nutrition Network Incentive Awards Program and Amend Ordinance 440 pursuant to Resolution No. 440- 8550.

RECOMMENDED MOTION: That the Board of Supervisors:

- 1) Ratify the Agreement #03-75580 between the State of California Department of Health Services and the Riverside County Community Health Agency, Department of Public Health in the amount of \$4,376,169 for the period of October 1, 2003 through September 30, 2006.

Motions continued on page 2...

Susan D. Harrington
Susan Harrington, Director of Public Health

GH:dc

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 1,094,042	In Current Year Budget:	Partial
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	YES
	Annual Net County Cost:	\$ 0	For Fiscal Year:	'03/04

SOURCE OF FUNDS: 100% Federal/State CNN Funds	Positions To Be Deleted Per A-30	<input checked="" type="checkbox"/>
	Requires 4/5 Vote	<input checked="" type="checkbox"/>

C.E.O. RECOMMENDATION:
APPROVE

County Executive Office Signature *Dan Martinez*

Consent
 Policy
 Dept't Recomm.:
 Consent
 Policy
 Per Exec. Ofc.:

Prev. Agn. Ref.: | **District:** | **Agenda Number:**

SUBJECT: Ratify the Agreement #03-75580 between the State of California Department of Health Services and the Riverside County Community Health Agency, Department of Public Health, for Nutrition Network Incentive Awards Program and Amend Ordinance 440 pursuant to Resolution No. 440-8550.

RECOMMENDED MOTION: (continued)

- 2) Amend Ordinance No. 440 pursuant to Resolution No. 440-8550 as submitted herewith;
- 3) Authorize the Auditor-Controller to adjust the budget, as detailed in Schedule A;
- 4) Authorize the Chairman of the Board to sign seven (7) originals of the contract face sheet;
- 5) Authorize the Chairman of the Board to sign one (1) original CCC-304 Certification; and
- 6) Authorize the Chairman of the Board to sign one (1) original of the Final Local Share Budget for Budget Year 1, Budget Year 2 and Budget Year 3;
- 7) Direct the Clerk of the Board to return the one (1) original of the Final Local Share Budget for Budget Year 1, Budget Year 2 and Budget Year 3;
- 8) Direct the Clerk of the Board to return seven (7) signed originals of the contract face sheet to the Community Health Agency Contracts Administration;
- 9) Direct the Clerk of the Board to return the one (1) signed original of the CCC-304 Certification to the Community Health Agency Contracts Administration.

SUBJECT: Ratify the Agreement #03-75580 between the State of California Department of Health Services and the Riverside County Community Health Agency, Department of Public Health, for Nutrition Network Incentive Awards Program and Amend Ordinance 440 pursuant to Resolution No. 440-8550.

BACKGROUND: Riverside County Community Health Agency, Department of Public Health, Nutrition Services Branch is participating in the California Nutrition Network Incentive Awards Program (Agreement #03-75580). The Nutrition Services Branch has received funding from Proposition 10, Riverside County Children and Families Commission, and the Women, Infants and Children Supplemental Nutrition Program (WIC) which will be used as the local share match budget for California Nutrition Network. The California Department of Health Services, Cancer Prevention and Nutrition Section will match qualifying activities from this funding at 50 cents in federal matching funds for every dollar of approved local share activity. The State matching dollars also must be spent on "qualifying nutrition and physical activity interventions" in addition to the pledged local share. This funding will be used to collaborate with other programs in Riverside County through partnerships and coalitions to promote nutrition and physical activity. A media campaign to promote Nutrition Network messages will be developed and implemented to reach the target population in Riverside County. The target population for this project includes households throughout Riverside County with incomes under \$20,000 annually, Latino and African American women and their families. It is estimated that the target population within Riverside County includes over 50,000 households and nearly 151,000 individuals.

The State of California, Department of Health Services has increased the annual funding in each Federal Fiscal Year (FFY) of the Agreement period. Beginning in FY2003/2004, FFY2004/2005 and through FFY2005/2006 the agreement is increased by \$506,767 yearly from the prior contract period. With this increased funding, the following new positions are requested: One (1) Nutritionist; Three (3) Health Education Assistant II; One (1) Health Services Assistant; One (1) Staff Analyst II. One (1) Staff Analyst I will be deleted once the Staff Analyst II position is filled.

On February 11, 2004, this Agreement was received from the State of California Department of Health Services and preparation of this Form 11 began.

This agreement has been approved as to form by County Counsel.

FINANCIAL IMPACT: No County General Funds will be required.

SUBJECT: Ratify the Agreement #03-75580 between the State of California Department of Health Services and the Riverside County Community Health Agency, Department of Public Health, for Nutrition Network Incentive Awards Program and Amend Ordinance 440 pursuant to Resolution No. 440- 8550 .

FINANCIAL INFORMATION: Riverside County Community Health Agency, Department of Public Health, Nutrition Services Branch, CNN program receives 100% of its funding from the State as a pass through from the Federal government. The CNN program year is based on the FFY, October 1 – September 30.

For current County Fiscal Year 2003/2004, a base contract amount of \$813,967 was budgeted. The following table depicts proposed allocation amounts during the contract period by Federal Fiscal Years. The second table shows how funding will be applied according to County Fiscal Years and the necessary adjustment to the County's base budget for current Fiscal Year 2003/2004.

Federal Fiscal Year Table					
<i>Federal Fiscal Year</i>					
Fiscal Year	FFY '03/04	FFY '04/05	FFY '05/06		Contract
Months	10/01/03 – 09/30/04	10/01/04 – 09/30/05	10/01/05 – 09/30/06		10/01/03 – 09/30/06
Contract Total	\$1,458,723	\$1,458,723	\$1,458,723		\$4,376,169

County Fiscal Year Table					
<i>County Fiscal Year</i>					
Fiscal Year	FY '03/04	FY '04/05	FY '05/06	FY '06/07	Contract
Months Impacted	10/01/03 – 06/30/04	07/01/04 – 06/30/05	07/01/05 – 06/30/06	07/01/05 – 09/30/06	10/01/03 – 09/30/06
Prior Base Budget	\$813,967	\$1,025,727	\$951,956	\$237,989	\$3,029,639
Adjustment to County Budget	\$280,075	\$432,996	\$506,767	\$126,692	\$1,346,530
Contract Total	\$1,094,042	\$1,458,723	\$1,458,723	\$364,681	\$4,376,169

Amount authorized to spend in any Federal Fiscal Year will not exceed \$1,458,723 without a contract amendment and Board of Supervisors approval.

Attachment "A"
Amend Ordinance 440

By Resolution amend Ordinance 440, Department 4200101300 to add the following staff in the Department of Public Health, Nutrition Services Branch:

<u>Classification</u>	<u>Class Code</u>	<u>No. of Positions</u>	<u>Range</u>	<u>Salary Range</u>
Health Education Assistant II	73458	3.0	241	\$30,604-\$38,794
Health Services Assistant	57793	1.0	217	\$22,313-\$28,295
Nutritionist	78345	1.0	367	\$37,775-\$47,959
Staff Analyst II	74106	1.0	379	\$38,602-\$48,977

Pursuant to Board Policy A-30, positions will be added by this funding award remain only so long as funding is available to sustain the positions.

SCHEDULE A
Community Health Agency
Department of Public Health
Budget Adjustment
Fiscal Year 2003/04

INCREASE IN APPROPRIATIONS:

Fund	DeptID	Account	Description	
10000	420010000	510040	Regular Salaries	\$50,109
10000	420010000	518100	Budgeted Benefits	\$20,043
10000	420010000	521360	Maint-Equip-Computer	\$1,725
10000	420010000	523700	Office Supplies	\$12,850
10000	420010000	524500	Administrative Supt-Direct	\$89,698
10000	420010000	526700	Building Rent/Lease	\$93,150
10000	420010000	528140	Conference/Registration fees	\$5,000
10000	420010000	528900	Air Transportation	\$2,100
10000	420010000	528960	Lodging	\$2,000
10000	420010000	528980	Meals	\$2,400
10000	420010000	529040	Private Mileage	\$1,000

Total Increase in Appropriations: **\$280,075**

Increase in Estimated Revenue:

10000	420010000	762040	Fed-MCAH-WIC Sup Food	<u>\$280,075</u>
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