

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

501



**FROM:** Community Health Agency,  
Department of Public Health

**SUBMITTAL DATE:**  
June 23, 2004

**SUBJECT:** In-Principle approval to seek leased space in Hemet/San Jacinto for a Women, Infants and Children (WIC) Supplemental Nutrition Program site.

**RECOMMENDED MOTION:**

1) That the Board of Supervisors grant in-principle approval to the Community Health Agency to seek leased space for a Women, Infants and Children (WIC) site in Hemet/San Jacinto.

**BACKGROUND:** The Community Health Agency, Department of Public Health Nutrition Services Branch requires approximately 3,600 square feet of space in Hemet/San Jacinto for the provision of WIC services. The Women Infants and Children program currently operates a 1,200 square foot WIC site in Hemet, serving over 3,800 participants per month. Current square footage is grossly inadequate for serving the growing WIC eligible population in the Hemet/San Jacinto area. The current site does not meet State WIC voucher security requirements and is in potential violation of fire code occupancy rates. A new larger site will ensure proper WIC voucher storage and provide sufficient lobby, classroom and work area space to preclude fire code violations. It is critical to the safety of staff and public that a new site with sufficient square footage is acquired.

(Continued)

GH:nw

*Susan D. Harrington*  
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Susan Harrington  
Director, Public Health

|                       |                               |           |                         |       |
|-----------------------|-------------------------------|-----------|-------------------------|-------|
| <b>FINANCIAL DATA</b> | Current F.Y. Total Cost:      | \$ 57,000 | In Current Year Budget: | YES   |
|                       | Current F.Y. Net County Cost: | \$ -0-    | Budget Adjustment:      | NO    |
|                       | Annual Net County Cost:       | \$ -0-    | For Fiscal Year:        | 04/05 |

|   |   |                          |
|---|---|--------------------------|
| <b>SOURCE OF FUNDS:</b> 100 % Federal WIC funding | <b>Positions To Be Deleted Per A-30</b> | <input type="checkbox"/> |
|   | <b>Requires 4/5 Vote</b>                | <input type="checkbox"/> |

**C.E.O. RECOMMENDATION:**

**APPROVE**

County Executive Office Signature

*Dan Martin*

Reviewed by *Sandy M. Christmas*  
 CIP TEAM  
 Departmental Concurrence  
 Policy  Policy   
 Consent  Consent   
 Dept't Recomm.: Per Exec. Ofc.:

Prev. Agn. Ref.:

District: 3

Agenda Number:

In-Principle approval to seek leased space in Hemet/San Jacinto for a Women, Infants and Children (WIC) Supplemental Nutrition Program site.

**BACKGROUND:** (continued)

The table below shows current WIC participation by zip code in comparison to potential WIC eligible based on Medi-Cal eligibility for the same zip codes. The potential WIC eligible reflects children under 5 years of age and women of child bearing age currently on Medi-Cal. WIC has the potential to serve over 5,000 additional clients in this region.

| City / Zip Code     | WIC Participants currently served at various sites | Potential WIC eligible based on Medi-Cal eligibility | Current WIC participation as a % of Medi-Cal Eligibility |
|---------------------|--|--|--|
| Hemet - 92543       | 1,630  | 3,515  | 46.4%  |
| Hemet – 92544       | 1,082  | 2,584  | 41.8%  |
| Hemet – 92545       | 591  | 1,284  | 46.0%  |
| Sah Jacinto – 92582 | 152  | 325  | 46.8%  |
| San Jacinto - 92583 | 1,224  | 2,336  | 52.4%  |
| Idyllwild -92549    | 21   | 112  | 18.8%  |
| <b>Total</b>        | <b>4,700</b>                                       | <b>10,156</b>  | <b>46.3%</b>   |

If the existing Hemet site is relocated to a larger facility, the site will be able to serve 5,000 WIC participants per month. The space requirements for a new Hemet/San Jacinto site are as follows:

- a. Approximately 3600 sq. ft. to serve a caseload of 4,000 to 5,000 participants per month. This will provide space for required para-professionals, nutritionist and senior nutritionist.
- b. A reception/waiting area to accommodate parents with children in strollers.
- c. A front office allowing for a greeter station with a counter.
- d. A work area to accommodate modular work stations for counseling.
- e. A classroom for nutrition education to accommodate 20 adults with children and strollers.
- f. Staff is on duty from 7:30 a.m. to 5:00 p.m. The office will be open to the public from 8:00 a.m. to 5:00 p.m. Monday through Friday, with a potential of adding evening and weekend appointments.

**FINANCIAL INFORMATION**

Costs will be covered using federal WIC funds. This is a temporary space until the Department of Public Health new clinic site is completed. It is not cost effective to build (to suit) a 3,600 sq. ft. facility at this time.



# COUNTY OF RIVERSIDE

## FACILITIES MANAGEMENT

MICHAEL J. SYLVESTER  
DIRECTOR

DESIGN & CONSTRUCTION  
REAL ESTATE  
MAINTENANCE  
CUSTODIAL

### ENDORSEMENT

#### COMMUNITY HEALTH AGENCY LEASED SPACE IN HEMET

The Department of Facilities Management concurs with the Community Health Agency's request for 3,600 square feet of leased space in Hemet for the Agency's Women, Infants and Children (WIC) program. This request meets County Space Standards. County-owned space is not available to accommodate this WIC requirement

The information listed below is used as an estimation in determining the Department of Facilities Management endorsement:

|                        |  |
|------------------------|--|
| Lead Time:             | Four (4) months.                               |
| Total Area:            | 3,600 square feet.                             |
| Term:                  | Three (3) years.                               |
| Lease Rate:            | To be determined.                              |
| Communication Cost:    | To be determined.                              |
| Utilities:             | County to pay electric and telephone services. |
| Custodial/Maintenance: | Lessor provides.                               |
| Improvement Cost:      | To be determined and included in monthly rent. |

  
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MICHAEL J. SYLVESTER, Director  
Department of Facilities Management

MJS:SE:db  
7/13/04