

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

401



FROM: Community Health Agency,
Department of Public Health

SUBMITTAL DATE:

SUBJECT: In-Principle approval to seek leased space in Riverside area for the Department of Public Health, Women, Infant and Children (WIC) Supplemental Nutrition Program.

RECOMMENDED MOTION:

That the Board of Supervisors grant in-principle approval to the Community Health Agency to seek leased space in Riverside area for the Department of Public Health, Women Infants and Children (WIC) Program.

BACKGROUND: The Community Health Agency, Department of Public Health, Nutrition Services Branch is interested in acquiring dedicated space of approximately 3500 square feet of space in zip code 92501 or 92507 to operate a WIC site. WIC will provide services to approximately 3700 participants per month. Currently, there are nearly 6,124 eligible WIC clients in this area. Our current North Riverside Clinic lease is due to renew September 2005. We are looking for a community family-centered location that provides services to a WIC eligible population. Based on GIS mapping of WIC participants the ideal location for establishing a WIC site is west of the University of California, Riverside and south of the 60 freeway.

(Continued)

Susan D. Harrington

Susan Harrington
Director, Department of Public Health

GH:nw

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 52,500	In Current Year Budget:	YES
	Current F.Y. Net County Cost:	\$ 21,000	Budget Adjustment:	NO
	Annual Net County Cost:	\$ 25,200	For Fiscal Year:	05/06

SOURCE OF FUNDS: 60% Federal WIC funding and 40 % County General Fund	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE

County Executive Office Signature

Alex Sann

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

Prev. Agn. Ref.: _____ **District:** 1 **Agenda Number:** _____

3.14

Reviewed by
CIP TEAM

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Departmental Concurrence

SUBJECT: In-Principle approval to seek leased space in Riverside area for the Department of Public Health, Women, Infant and Children (WIC) Supplemental Nutrition Program.

BACKGROUND: (continued)

The space requirements to meet Federal WIC program guidelines for security, safety and client confidentiality are as follows:

- a) Bus transportation services adjacent to the site.
- b) Dedicated parking for approximately 8 staff and 40 participants.
- c) Dedicated rooms for WIC certification, individual education/counseling and secured voucher/printer storage. These rooms will need to be secured by a lock available only to WIC.
- d) Dedicated group education space to accommodate 25-40 participants with children and strollers.
- e) Waiting area to accommodate 30-40 participants with children and strollers.
- f) Facility access for space is 5 days per week between the hours of 7:30 a.m. to 5:00 p.m., with potential for evening and week-end appointments.



COUNTY OF RIVERSIDE

Department of Facilities Management

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Michael J. Sylvester
Director

Timothy L. Miller
Assistant Director

ENDORSEMENT

COMMUNITY HEALTH AGENCY, DEPARTMENT OF PUBLIC HEALTH LEASED SPACE IN RIVERSIDE, CALIFORNIA

The Department of Facilities Management concurs with this request from the Community Health Agency, Department of Public Health, to seek approximately 3,500 square feet of office space to relocate the Department of Public Health, Women, Infant and Children Supplemental Nutrition Program (WIC) from their current location in North Riverside to a site more accessible to WIC clientele. The Community Health Agency's request meets County space standards. There is no County-owned space available to accommodate this request.

The information listed below is used as an estimate to determine the Endorsement.

Lead Time:	Four (4) months
Size:	Approximately 3,500 square feet
Term:	Five (5) years
Lease Cost:	To be determined
Information Technology Cost:	To be determined
Services:	(a) Telephone and Electric paid by County. (b) Lessor provides all other services.


MICHAEL J. SYLVESTER, DIRECTOR
Department of Facilities Management