

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

321



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

**SUBMITTAL DATE:**  
May 5, 2008

**SUBJECT:** Ratify the Agreement with the California Department of Public Health and Community Health Agency, Department of Public Health for Women, Infants and Children (WIC) Supplemental Nutrition Program (#05-45785 A02).

**RECOMMENDED MOTION:** That the Board of Supervisors:

- 1) Ratify the Agreement with the California Department of Public Health and Community Health Agency, Department of Public Health for Women, Infants and Children (WIC) Supplemental Nutrition Program (#05-45785 A02) by increasing in the amount of \$308,210; and
- 2) Authorize the Auditor-Controller to adjust the budget, as detailed in Schedule A; and
- 3) Authorize the Chairperson to sign seven (7) originals of said Agreement on behalf of the County.

**BACKGROUND:** This amendment reflects an increase in funding resulting from a change in the WIC funding formula and an increase in funding for administration and nutrition services including but not limited to, infrastructure improvements, educational activities and a new local agency function coordinating activities related to local retail food vendor.

Continued (3 Pages Total)

GH:nw

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

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 1,187,300	In Current Year Budget:	Partial
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	Yes
	Annual Net County Cost:	\$ 0	For Fiscal Year:	07/08

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

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

APPROVE

BY: *Debra Courmoyer*  
Debra Courmoyer

**County Executive Office Signature**

FISCAL PROCEDURES APPROVED  
ROBERT E. BYRD, Auditor-Controller  
BY: *Samuel Wong*  
SAMUEL WONG, Deputy

FORWARD APPROVED COUNTY COUNSEL 108  
DATE: *5/6/08*  
BY: *Neal R. Kipnis*  
NEAL R. KIPNIS

Departmental Concurrence

Dept's Recomm.:	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Policy
Per Exec. Ofc.:	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Policy

Prev. Agn. Ref.: 3.22, 7/31/2007 | District: ALL | Agenda Number:

ATTACHMENTS FILED  
WITH THE CLERK OF THE BOARD

3.13

**BACKGROUND (continued):**

The WIC program offers nutrition education, counseling, vouchers for the purchase of nutritious food, and referral to health care and other resources needed by the women, infants and children served. WIC brings high-risk individuals into the health care system for preventive health.

**FINANCIAL DATA:** The State Department of Public Health maximum funding allocation under this Agreement is increased by \$308,210 to \$30,756,790 for three years. The WIC agreement annual maximum funding allocation for Federal Fiscal Year 2007/2008 is \$10,684,000. As State WIC releases available funding, a "Local Agency Contract Authority to Spend (ATS)" letter will be received by the Community Health Agency. The County budget will reflect only current released funds through the ATS process not the full maximum funding allocation.

State WIC has released several ATS in recent months, which require an adjustment to the County Fiscal Year 07/08 WIC budget in the amount of \$1,187,300 for an annual amount of \$10,079,264. This increase in funding is reflected in the attached Schedule A.

Budget adjustments for the release of future funds will be made by CHA Fiscal during quarterly adjustment periods as necessary up to the maximum funding allocation.

<b>Federal and County FY Budget Comparison Table</b>					
<b>Federal Fiscal Year</b>	<b>FFY '05/06</b>	<b>FFY '06/07</b>	<b>FFY '07/08</b>		<b>Contract</b>
<b>Agreement Amount</b>	\$9,697,000	\$10,375,790	\$10,684,000		\$30,756,790
<b>Authorized to Spend</b>	\$8,149,919	\$9,327,418	\$10,311,915		\$27,789,252
<b>County Fiscal Year</b>			<b>FY '07/08</b>	<b>FY '08/09</b>	
<b>Previous Budget Amount</b>			\$8,891,964		
<b>ATS Release of Funds</b>			\$1,187,300		
<b>Revised Budget</b>			\$10,079,264	\$10,311,915	

## Schedule A

Community Health Agency  
Department of Public HealthBudget Adjustment  
Fiscal Year 2007/2008**INCREASE IN APPROPRIATIONS:**

10000-4200100000-510040	Regular Salaries	\$510,000
10000-4200100000-510520	Bilingual Pay	\$8,000
10000-4200100000-518100	Budgeted Benefits	\$125,000
10000-4200100000-520820	Janitorial Services	\$214,000
10000-4200100000-520945	Insurance-Property	\$9,000
10000-4200100000-523620	Books/Publications	\$6,000
10000-4200100000-523700	Office Supplies	\$38,000
10000-4200100000-523840	Computer Equipment-Software	\$4,300
10000-4200100000-524760	Data Processing Services	\$20,000
10000-4200100000-525140	Personnel Services	\$75,000
10000-4200100000-525300	OASIS Processing Financials	\$15,000
10000-4200100000-526700	Rent-Lease Bldg.	\$115,000
10000-4200100000-528140	Conference/Registration Fees	\$2,000
10000-4200100000-529040	Private Mileage Reimbursement	\$10,000
10000-4200100000-529540	Utilities	\$36,000
	<b>TOTAL INCREASE IN APPROPRIATION:</b>	<b><u>\$1,187,300</u></b>

**INCREASE IN ESTIMATED REVENUE:**

10000-4200100000-762040	Fed-Health Grants	<u>\$1,187,300</u>
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**Exhibit B, Attachment III A2**

Budget

Year 3

10/01/07 through 09/30/08

<b><u>Budget Line-Item</u></b>	<b><u>Current Total</u></b>	<b><u>Prior Adjustment/ Line Item Shift</u></b>	<b><u>This Amendment</u></b>	<b><u>Revised Total</u></b>
1. Personnel	\$ <u>7,799,866</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>7,799,866</u>
2. Operating Expenses	\$ <u>2,008,043</u>	\$ <u>-</u>	\$ <u>280,101</u>	\$ <u>2,288,144</u>
3. Capital Expenditures	\$ <u>50,000</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>50,000</u>
4. Other Costs	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>
5. Indirect Costs *	\$ <u>517,881</u>	\$ <u>-</u>	\$ <u>28,109</u>	\$ <u>545,990</u>
<b>Total Per Column</b>	\$ <u><b>10,375,790</b></u>	\$ <u><b>-</b></u>	\$ <u><b>308,210</b></u>	\$ <u><b>10,684,000</b></u>

\* (Maximum 10% of Total Salaries &amp; Wages, excluding Total Fringe Benefits)

- V. Paragraph 4 on the face of the original Standard Agreement (STD 213) is amended to add the following revised budget exhibits:

**Exhibit B, Attachment III A2 – Budget (Year 3)**

**1 page**

All references to Exhibit B, Attachment III A1 in any exhibit incorporated into this agreement shall hereinafter be deemed to read Exhibit B, Attachment III A2 which is replaced in its entirety by the attached revised budget exhibit.

- VI. Provision 4 entitled, Amounts Payable of Exhibit B entitled, "Budget Detail and Payment Provisions", is amended to read:

4. Amounts Payable

- A. The amounts payable under this Agreement shall not exceed:

- 1) \$9,697,000 for the budget period of  
October 1, 2005 through September 30, 2006.
- 2) \$10,375,790 the budget period of  
October 1, 2006 through September 30, 2007.
- 3) ~~\$10,375,790~~ **10,684,000** for the budget period of  
October 1, 2007 through September 30, 2008.

- B. Reimbursement shall be made for allowable expenses up to the amount annually encumbered commensurate with the state fiscal year in which services are performed and/or goods are received.

- C. The Contractor must maintain records reflecting actual expenditures for each state fiscal year covered by the term of this Agreement.

- VII. All other terms and conditions shall remain the same.