

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

431



**FROM:** Department of Public Health

**SUBMITTAL DATE:**  
February 5, 2014

**SUBJECT:** Ratify the First Amendment to the Agreement #20122231 between The California Endowment and the County of Riverside Department of Public Health. Districts – All. [\$69,598 funded by The California Endowment].

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

1. Ratify the First Amendment to the Agreement between The California Endowment and County of Riverside Department of Public Health in the amount of \$69,598 for the performance period of January 31, 2014 through January 31, 2015;
2. Approve and direct the Auditor Controller to adjust the budget as specified in Schedule A, attached;
3. Direct the Chairman of the Board to sign four (4) original copies of the First Amendment;
4. Authorize the Purchasing Agent to sign subsequent amendments that do not change the substantive terms of the agreement; and

**MOTIONS:** (Continued on Page 2)

FISCAL PROCEDURES APPROVED  
PAUL ANGULO, CPA, AUDITOR-CONTROLLER  
BY: *[Signature]* 2/10/14

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

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 20,000	\$ 49,598	\$ 69,598	\$ 0	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0	

**SOURCE OF FUNDS:** 100% Funded by The California Endowment  
Budget Adjustment: YES  
For Fiscal Year: 13/14

**C.E.O. RECOMMENDATION:** APPROVE  
BY: *Jennifer L. Sargent*  
County Executive Office Signature

**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Ashley, seconded by Supervisor Benoit and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Tavaglione, Stone, Benoit and Ashley  
Nays: None  
Absent: None  
Date: February 25, 2014  
xc: Public Health, Purchasing, Auditor

Kecia Harper-Ihem  
Clerk of the Board  
By: *[Signature]*  
Deputy

Prev. Agn. Ref.: 12/18/12 Item: 3.42 | District: All | Agenda Number:

**3-24**

FORM APPROVED COUNTY COUNSEL  
DATE  
BY: NEAL R. KIPNIS  
Purchasing: Mark Seiler, Assistant Director

- A-30
- Positions Added
- Change Order
- 4/5 Vote

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**  
**FORM 11:** Ratify the First Amendment to the Agreement #20122231 between The California Endowment and the County of Riverside Department of Public Health. Districts – All. [\$69,598 funded by The California Endowment].

**DATE:** February 5, 2014

**PAGE:** Page 2 of 3

**RECOMMENDED MOTIONS:** (Continued)

5. Authorize the Purchasing Agent to subcontract with County of San Bernardino Department of Public Health in the amount of \$32,500 for the performance period of date of execution through January 15, 2015 for participation in the development of regional demonstration projects as stated in the grant's scope of work.

**BACKGROUND:**

**Summary**

The California Endowment has granted the County of Riverside Department of Public Health (DOPH) funds to execute what is known as the "Improving Community Health and Promoting Health in All Policies". The purpose of this is to assist DOPH in achieving the goal of applying for and ultimately attain national recognition as an accredited health department of the Public Health Accreditation Board (PHAB). Accreditation is a process to measure DOPH performance against nationally recognized standards. It is a way to identify performance improvement opportunities, to improve management, develop leadership, and improve relationships with the community. As part of the accreditation process, the grant will provide assistance for the following activities: 1) developing the department-wide performance management and quality improvement (PMQI) plan; 2) establishing the organizational infrastructure necessary to implement a PMQI system across the department; and 3) completing the Community Health Assessment (CHA) and the Community Health Improvement Plan (CHIP) pre-requisites for the accreditation application.

This First Amendment will facilitate the establishment of a regional approach within Riverside and San Bernardino Counties, to promote healthy and livable communities through the development and implementation of two demonstrations Health in All Policies (HIAPs) projects. DOPH will subcontract with County of San Bernardino Department of Public Health to provide input and actively participate in a regional learning community. Through participation in the learning community, County of San Bernardino will pilot a HIAP demonstration project that illustrates the development and implementation of policies that promote health and equity.

**Impact on Residents and Businesses**

These funds will increase the understanding of the community health status, health equity, and give opportunities for community health improvement in Riverside County; thus resulting in a positive impact to the business environment.

**SUPPLEMENTAL:**

**Additional Fiscal Information**

This Amendment is for \$69,598 and overlaps County Fiscal Years (FY) 13/14 – 14/15. DOPH will use \$20,000 for FY 13/14. The remaining \$49,598 will be budgeted and expended as part of the County's FY 14/15 budget processes. This grant is 100% funded through The California Endowment.

**Contract History**

On December 18, 2012, Item 3.42, the County of Riverside Board of Supervisors approved the grant agreement between The California Endowment and County of Riverside Department of Public Health in the amount of \$200,000 for the performance period of December 1, 2012 through November 30, 2014.

**ATTACHMENTS:**

**Budget Adjustment**

Budget Adjustment is needed as detailed in Schedule A attached.

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**  
**FORM 11:** Ratify the First Amendment to the Agreement #20122231 between The California Endowment and the County of Riverside Department of Public Health. Districts – All. [\$69,598 funded by The California Endowment].

**DATE:**

**PAGE:** Page 3 of 3

**SCHEDULE A**  
**BUDGET ADJUSTMENTS**  
**DEPARTMENT OF PUBLIC HEALTH**  
**FISCAL YEAR 2013/2014**

**INCREASE IN APPROPRIATIONS**

10000-4200100000-510040	Regular Salaries	\$ 7,031
10000-4200100000-518100	Budgeted Benefits	\$ 2,257
10000-4200100000-525440	Professional Services	\$ 9,310
10000-4200100000-524500	Adm. Support Direct	<u>\$ 1,402</u>

**TOTAL INCREASE IN APPROPRIATIONS: \$ 20,000**

**INCREASE IN ESTIMATED REVENUE**

10000-4200100000-781480	Program Revenue	<u>\$ 20,000</u>
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**TOTAL INCREASE IN ESTIMATED REVENUE: \$ 20,000**

Date: February 4, 2014

From: Susan Harrington, Director Department/Agency: Public Health

To: Board of Supervisors/Purchasing Agent

Via: Purchasing Agent

Subject: Sole Source Procurement; Request for a subcontract with San Bernardino County Department of Public Health to participate in a regional learning community.

The below information is provided in support of my Department requesting approval for a sole source. Outside of a duly declared emergency, the time to develop a statement of work or specifications is not in itself justification for sole source.

1. **Supply/Service being requested:** An Agreement with County of San Bernardino to participation in a regional learning community and assist in the development of a Health in All Policies demonstration project.
2. **Supplier being requested:** County of San Bernardino Department of Public Health.
3. **Alternative suppliers that can or might be able to provide supply/service:** None. The California Endowment, the grant provider for the Department of Public Health (DOPH), has identified San Bernardino County as the key partner in the development of a Health in All Policies demonstration Project.
4. **Extent of market search conducted:** None. The grant specifies the project for Riverside and San Bernardino Counties.
5. **Unique features of the supply/service being requested from this supplier, which no alternative supplier can provide:** This project aims to establish a regional approach within Riverside and San Bernardino Counties, to promote healthy and livable communities through the development and implementation of two demonstration Health in All Policies projects. This project requires the collaborative efforts of both Riverside and San Bernardino Counties.
6. **Reasons why my department requires these unique features and what benefit will accrue to the county:** Health in All Policies work is an opportunity to work across departments and organization in a collective effort. Further, it allows for the Department of Public Health to leverage financial and regional resources. The implementation of this work will facilitate the establishment of healthier communities across the region.
7. **Price Reasonableness including purchase price and any ongoing maintenance or ancillary costs from the supplier:** This is 100% grant funded through The California Endowment. San Bernardino County Department of Public Health will be funded \$32,500 based on the level of services indicated in the work plan specified by our funding agreement with The California Endowment. The price for this work is reasonable based on similar agreements with similar level of services and scope of work.
8. **Does moving forward on this product or service further obligate the county to future similar contractual arrangements or any ongoing costs affiliated with this sole source? (Maintenance, support, or upgrades, if so, please explain).** No
9. **Period of Performance:** January 9, 2014- January 31, 2015

Susan O. Houghton 2/5/14  
Department Head Signature Date

Purchasing Department Comments:

Approve                      Approve with Condition/s                      Disapprove  
Not to exceed: \$ 69,598                      One time                      ~~Annual~~ <sup>TOTAL</sup> Amount through JAN 31, 2015  
[Signature]                      2/6/14                      14-344  
Purchasing Agent                      Date                      Approval Number  
(Reference on Purchasing Documents)

**THE CALIFORNIA ENDOWMENT  
AMENDMENT TO GRANT AGREEMENT  
File No: 20122231.01**

The Grant Agreement (the "Agreement") entered into by and between County of Riverside Department of Public Health ("Grantee") and **The California Endowment** ("The Endowment") has been amended as follows:

The following section(s) of the original Grant Agreement (Agreement) shall be amended with the following:

**EXPECTED OUTCOMES OF GRANT**

1. Strengthened capacity of the County of Riverside Department of Public Health to implement a coherent, organization-wide framework for monitoring performance objectives and improving quality as well as prepare for national accreditation as evidenced by a) the creation of Performance Management and Quality Improvement (PMQI) plan that includes process and program indicators, b) the creation of a department-wide PMQI implementation plan, and c) training of 75 DOPH managers, program coordinators, and supervisors (approximately 80%) in performance management and quality improvement.
2. Increased understanding of community health status, health equity, and opportunities for community health improvement in Riverside County among County leaders and staff, community members, health coalitions and neighborhood groups as evidenced by: a) the design and implementation of a countywide Community Health Assessment (CHA) required for accreditation, b) use of a Health Equity Index in the CHA, c) the engagement of at least 20 coalitions and partner agencies as well as 1500 community members in the development of the Community Health Improvement Plan (CHIP), and, d) the development of an evaluation plan for monitoring CHIP progress.
3. DOPH has served as the leader in the development of the new County Strategic Plan and Vision in helping create Riverside County as a model for healthy living. Increased awareness among California and national public health departments about accreditation experiences, successes and challenges as evidenced by a) presentations to at least five professional public health organizations, and b) the joint development of a case study/white paper with National Association of County and City Health Officials (NACCHO) that will be published electronically on the DOPH website and distributed through public health professional listservs. The paper will also be submitted to a peer-reviewed journal such as Journal of Public Health Management & Practice for publication.
4. **Establish a regional approach within Riverside and San Bernardino Counties, to promoting healthy and livable communities through the development and adoption/or implementation of two demonstration Health in All Policies (HIAPs) projects.**

**AMOUNT OF GRANT**

\$269,598, payable as follows:

\$100,000 was paid on January 10, 2013 upon The Endowment's receipt of the original executed Agreement, \$100,000 on November 14, 2013, and \$69,598 paid upon signed Amended Agreement.

Subsequent payments are contingent upon compliance with the Agreement, including timely receipt of progress reports, as outlined in the Terms and Conditions of Grant Section.

**PERIOD OF GRANT**

Grant funds are to be applied to expenses incurred for the period from 1/9/2014 to 1/31/2015, unless otherwise agreed upon in writing by The Endowment

**TERMS AND CONDITIONS OF GRANT**

D. **REPORTS**

The schedule of due dates for such written reports is:

2nd interim report: April 30, 2014, and

Final Report: February 28, 2015

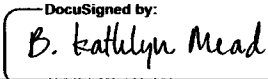
All other information regarding the Agreement remains unchanged.

We declare under penalty of perjury under the laws of the State of California that the matters set forth in this Amendment are true and correct to our own knowledge and that this declaration was executed on the date identified below.

As part of The Endowment's online grant-making process, this Amendment is being sent to you electronically. By signing and returning this Amendment in electronic format, you consent to conduct business electronically.


**"THE ENDOWMENT"**

**THE CALIFORNIA ENDOWMENT,**  
a California nonprofit public benefit corporation

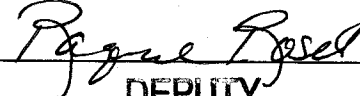
By:   
Name: B. Kathlyn Mead  
Title: EVP and COO  
Date: 1/21/2014

**"GRANTEE"**

**COUNTY OF RIVERSIDE DEPARTMENT  
OF PUBLIC HEALTH**

By:   
Name: JEFF STONE  
Title: CHAIRMAN, BOARD OF SUPERVISORS  
Date: FEB 25 2014

ATTEST: Kecia Harper-Ihem, Clerk

By:   
**DEPUTY**

FORM APPROVED COUNTY COUNSEL  
BY:  DATE: 2/16/14