

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



ITEM
3.36
(ID # 2803)

MEETING DATE:

Tuesday, November 15, 2016

FROM : RUHS-PUBLIC HEALTH:

SUBJECT: RUHS-PUBLIC HEALTH: Ratify acceptance of the Base Award Letter and the Amended Award Base Letter from the California Department of Public Health for Tuberculosis Local Assistance funding Fiscal Year 2016/2017. Districts - All. [\$384,909] 100% State Funds.

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify acceptance of the California Department of Public Health (CDPH) Tuberculosis Local Assistance Funding Base Award and the Amended Local Assistance Funding Base Award in the amount of \$363,782 and the Food, Shelter, Incentives and Enablers (FSIE) Allotment of up to \$21,127 for a total award amount of \$384,909 to support Tuberculosis Control activities in the County of Riverside for Fiscal Year 2016/2017, and
2. Authorize the Chairperson of the Board to sign four (4) originals of the Acceptance of Award Letter 2016/2017 and four (4) originals of the Amended Acceptance Award Letter 2016/2017.

ACTION: Policy

Sarah S. Mack
Sarah S Mack, Director of Public Health 10/30/2016

BACKGROUND:

Summary

Continued on page 2

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 384,909	\$ 0	\$ 384,909	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: 100% State Funded			Budget Adjustment: No	
			For Fiscal Year: 16/17	

C.E.O. RECOMMENDATION: [CEO use]

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Jeffries, Benoit and Ashley
Nays: None
Absent: Tavaglione and Washington
Date: November 15, 2016
xc: RUHS-Public Health

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

3.36

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

BACKGROUND:

Summary (continued)

Tuberculosis (TB) continues to be a significant public health problem in California. The CDPH has awarded local assistance funding to health departments to support TB control activities, which include Public Health Nursing (PHN) case management, and treatment via directly observed therapy. In addition, funds are allocated for food, shelter, incentives and enablers (FSIE). Enablers include items such as bus tickets and gas vouchers. These items are given to TB patients to assist them with transportation for clinic appointments.

Impact on Residents and Businesses

Education and treatment of individuals with tuberculosis is essential to prevent progression of the person's disease. Treatment of communicable diseases helps the individual as well as protecting the community. Individuals who are contagious are excluded from work and/or school to protect other people. Once they are no longer infectious, they are allowed to return to work and/or school.

SUPPLEMENTAL:

Additional Fiscal Information

The Amended Letter of Award increases the Base Award funding from \$355,003 to \$384,909. The FSIE funding of \$21,127 remained the same. Funds will be managed according to the California Department of Public Health Fiscal Year 16/17 Tuberculosis Control Assistance Funds Standards and Procedures Manual.

Contract History and Price Reasonableness

Local health departments are mandated by the California Health & Safety Code to maintain programs to control tuberculosis. Contingent on the availability of funds, the award is issued on an annual basis.



Gregory V. Priamos, Director County Counsel 10/31/2016



State of California—Health and Human Services Agency
California Department of Public Health



KAREN L. SMITH, MD, MPH
Director and State Public Health Officer

EDMUND G. BROWN JR.
Governor

June 23, 2016

Cameron Kaiser, M.D.
Health Officer
Riverside County Department of Public Health
4065 County Circle Drive, Ste. 412-K
Riverside, CA 92503

Dear Dr. Kaiser:

LETTER OF AWARD: Base Award
Food, Shelter, Incentives and Enablers Allotment
FUNDING PERIOD: July 1, 2016 through June 30, 2017

This letter is confirmation of your local assistance award to support tuberculosis (TB) prevention and control activities in fiscal year (FY) 2016-2017.

AWARD

The California Department of Public Health (CDPH) Tuberculosis Control Branch (TBCB) is awarding to the Riverside County Department of Public Health a Base Award of \$355,003 and an Allotment of up to \$21,127 for food, shelter, incentives and enablers (FSIE) expenditures. The Base Award is comprised of \$151,583 state and \$203,420 federal funds*. The FSIE Allotment is comprised of state dollars only.

These funds are being awarded with the understanding that your staff will work with CDPH TBCB staff in carrying out your program's TB control efforts. The FSIE Allotment should be used to enhance treatment adherence, prevent homelessness, and/or promote least restrictive alternatives that decrease or obviate the need for detention. This award is valid and enforceable only if the enacted State of California FY 2016-2017 budget and the 2016 and 2017 Federal budgets make sufficient funds available for the purposes of this program.

MANAGING YOUR AWARD

Requirements for the use of these funds are listed in Part 1 of the FY 2016-2017 Tuberculosis Control Local Assistance Funds Standards and Procedures Manual. This manual and forms can be found on the CDPH TBCB internet site at: <http://www.cdph.ca.gov/programs/tb/Pages/LocalAssistanceAward.aspx>. Expenditure reimbursement is contingent upon compliance with these standards and procedures.

*Federal funds fiscal information: CFDA number – 93.116; grant number - 1U52PS004656



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Invoicing for your Base Award and FSIE Allotment

➤ A signed original invoice (in blue ink) must be submitted on your organization's letterhead. Please see Part 3, Section 1.6 in the FY 2016-2017 Tuberculosis Control Local Assistance Funds Standards and Procedures Manual for invoicing guidance. Invoice templates are available on the CDPH TBCB web site.

- Bill to: California Department of Public Health, Tuberculosis Control Branch
- Mail invoices to:
California Department of Public Health
Tuberculosis Control Branch
850 Marina Bay Parkway, Building P, 2nd Floor
Richmond, CA 94804-6403
Attn: Fiscal Analyst

➤ Base Award and FSIE Allotment invoices are due on:

<u>Quarter</u>	<u>Period Covered</u>	<u>Due Date</u>
First	July 1 through September 30	November 15
Second	October 1 through December 31	February 15
Third	January 1 through March 31	May 15
Fourth	April 1 through June 30	August 15

If an invoice will not be mailed by the quarterly due date, please contact your CDPH TBCB Fiscal Analyst to request an extension.

➤ Invoices for FY 2016-2017 will not be processed until:

- All outstanding invoices from the previous year have been submitted
- Any stipulations included in the Letter of Award have been resolved, and
- The CDPH TBCB has received a signed "Acceptance of Award."

ACCEPTANCE OF YOUR AWARD

To acknowledge your acceptance of this award and the conditions attached to it, please return the attached "Acceptance of Award" with an original authorized signature to the CDPH TBCB. No further documentation of this contract is necessary.

Certifications

The following hard-copy forms require an original signature and should be sent by mail with the signed Acceptance of Award if not submitted previously for FY 2016-2017:

- Darfur Contracting Act
- Special Terms and Conditions
- Contractor Certification Clauses

Cameron Kaiser, M.D.

Page 3

June 23, 2015

Mail your signed acceptance and completed forms to:

California Department of Public Health

Tuberculosis Control Branch

850 Marina Bay Parkway, Building P, 2nd Floor

Richmond, CA 94804-6403

Attn: Fiscal Analyst

REQUESTING ADDITIONAL FUNDS FOR FSIE EXPENDITURES

Should you exceed your FSIE Allotment, additional funds may be requested. Written requests (hard copy or via e-mail) can be made at any time. Requests will be approved if unexpended funds are available. For complete information regarding requests for additional funds, please refer to Part 2, Section 3, of the FY 2016-2017 Tuberculosis Control Local Assistance Funds Standards and Procedures Manual.

Fiscal questions should be directed to your TBCB Fiscal Analyst, Mr. David Beers, (510) 620-3012 or by e-mail at david.beers@cdph.ca.gov. Programmatic questions should be directed to your CDPH TBCB Program Liaison.

Sincerely,



Sue Spieldenner, RN, MPH, Chief
Resources Planning & Management Section
Tuberculosis Control Branch
Division of Communicable Disease Control
Center for Infectious Diseases
California Department of Public Health

ACCEPTANCE OF AMENDED AWARD

Riverside County Department of Public Health

Funding Period: July 1, 2016 through June 30, 2017
Amended Base Award: \$384,909

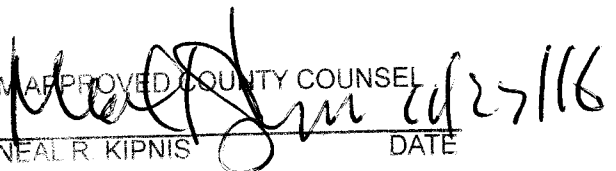
I hereby accept this award. By accepting this amended award, I agree to the requirements as described in the Standards and Procedures Manual for FY 2016-2017 and any other conditions stipulated by the California Department of Public Health, Tuberculosis Control Branch.



Authorized Signature

NOV 15 2016
Date

JOHN J. BENOIT
Print Name

CHAIRMAN, BOARD OF SUPERVISORS
Title

FORM APPROVED COUNTY COUNSEL
BY: 
NEAL R. KIPNIS DATE 11/27/16

ATTEST:
KECIA HARPER-IHEM, Clerk
BY: 
DEPUTY



State of California—Health and Human Services Agency
California Department of Public Health



KAREN L. SMITH, MD, MPH
Director and State Public Health Officer

EDMUND G. BROWN JR.
Governor

September 30, 2016

Cameron Kaiser, M.D.
Health Officer
Riverside County Department of Public Health
4065 County Circle Drive, Ste. 412-K
Riverside, CA 92503

Dear Dr. Kaiser:

**AMENDED LETTER OF AWARD – Base Award – Additional Federal Funds
FUNDING PERIOD: July 1, 2016 through June 30, 2017**

This letter is notification of an amended Base Award to support Tuberculosis (TB) prevention and control activities in fiscal year (FY) 2016-2017. The additional funds are federal. This letter does not affect the Food, Shelter, Incentives and Enablers (FSIE) Allotment previously issued for FY 2016-2017.

AWARD

The California Department of Public Health (CDPH) Tuberculosis Control Branch (TBCB) is awarding to the Riverside County Department of Public Health an amended Base Award of \$384,909. The amended Base Award is comprised of \$151,583 state and \$233,326 federal funds*. These funds are being awarded with the understanding that your staff will work with CDPH TBCB staff in carrying out your program's TB prevention and control efforts. Please refer to Section 1, Part 4 of the Standards and Procedures Manual for TBCB priorities and guidelines for use of local assistance funds for TB prevention and control activities. Priorities include two strategies:

- Maintain control of TB through timely diagnosis of active TB disease, appropriate treatment and evaluation and treatment of contacts and,
- Accelerate the decline of TB through targeted testing and treatment of persons with latent TB infection (LTBI), rapid recognition of TB transmission and outbreak response.

*Federal funds fiscal Information: CFDA number – 93.116; grant number - NU52PS004656 (formerly 5U52PS004656)

California Department of Public Health • Tuberculosis Control Branch
850 Marina Bay Parkway • Building P, 2nd Floor • Richmond, CA 94804-6403
(510) 620-3000 • (510) 620-3034 FAX
Internet Address: <http://cdph.ca.gov/programs/tb>



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AMENDED BASE AWARD BUDGET

Please submit an amended Base Award budget including summary budget, detail budget and line item justification and a revised Funding Matrix by **Monday, October 24, 2016**. If there are changes to the Personnel Matrix, please include a revised document. The amended Base Award budget and matrices can be submitted electronically to tbawards@cdph.ca.gov or by mail to:

California Department of Public Health
Tuberculosis Control Branch
850 Marina Bay Parkway, Building P, 2nd Floor
Richmond, CA 94804-6403
Attention: Fiscal Analyst – Revised Base Award Budget

Instructions for completing your Amended Base Award budget are located in Part 2, Section 1.2 of the FY 2016-2017 "Tuberculosis Control Local Assistance Funds Standards and Procedures Manual."

CDPH TBCB staff will review and approve your amended Base Award budget based on the criteria described in the Standards and Procedures Manual. If any questions arise or problems found during the review, your TBCB Fiscal Analyst and Program Liaison will work with your jurisdiction to resolve them.

MANAGING YOUR AWARD

Requirements for the use of these funds are listed in Part 1 of the FY 2016-2017 Tuberculosis Control Local Assistance Funds Standards and Procedures Manual. This manual and forms can be found on the CDPH TBCB internet site at: <http://www.cdph.ca.gov/programs/tb/Pages/LocalAssistanceAward.aspx>. Expenditure reimbursement is contingent upon compliance with these standards and procedures.

Invoicing for your Base Award and FSIE Allotment

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ACCEPTANCE OF YOUR AWARD

To acknowledge your acceptance of this award and the conditions attached to it, please return the attached "Acceptance of Amended Award". No further documentation of this contract is necessary.

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Tuberculosis Control Branch
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Richmond, CA 94804-6403
Attn: Fiscal Analyst

Fiscal questions should be directed to your TBCB Fiscal Analyst. Programmatic questions should be directed to your CDPH TBCB Program Liaison.

Sincerely,



Sue Spieldenner, RN, MPH, Chief
Resources Planning & Management Section
Tuberculosis Control Branch
Division of Communicable Disease Control
Center for Infectious Diseases
California Department of Public Health

ACCEPTANCE OF AWARD

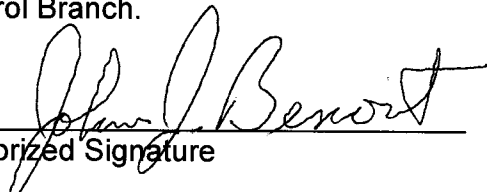
Riverside County Department of Public Health

Funding Period: July 1, 2016 through June 30, 2017

Base Award: \$355,003

Food, Shelter, Incentives and Enablers Allotment: \$21,127

I hereby accept this award. By accepting this award, I agree to the requirements as described in the Standards and Procedures Manual for FY 2016-2017 and any other conditions stipulated by the California Department of Public Health, Tuberculosis Control Branch.



Authorized Signature

NOV 15 2016

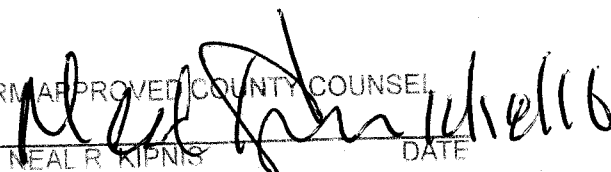
Date

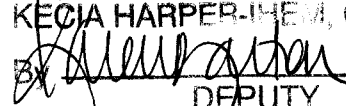
JOHN J. BENOIT

Print Name

CHAIRMAN, BOARD OF SUPERVISORS

Title

FORM APPROVED COUNTY COUNSEL
BY: 
NEAL R. KIPNIS DATE

ATTEST:
KECIA HARPER-JHEM, Clerk
BY: 
DEPUTY