

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



ITEM: 3.39
(ID # 11283)

MEETING DATE:

Tuesday, December 10, 2019

FROM: RUHS-PUBLIC HEALTH:

SUBJECT: RIVERSIDE UNIVERSITY HEALTH SYSTEM – PUBLIC HEALTH: Ratify and Approve Amendment Number 02 to the Subrecipient Agreement Number 754-5320-71209-19-20 between Essential Access Health and Riverside County Department of Public Health to Provide Family Planning Services for a Period of Performance of April 1, 2019 through March 31, 2020; All Districts. [\$50,000 – 100% Federal Funds]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify and approve Amendment Number 02 to the Subrecipient Agreement Number 754-5320-71209-19-20 (Amendment No. 02) between Essential Access Health and Riverside County Department of Public Health to increase the contract amount by \$50,000 for a total contract of \$350,000 to provide family planning services for the period of performance of April 1, 2019 through March 31, 2020;
2. Authorize the Chairman of the Board to execute three (3) originals of Amendment No. 02 on behalf of the County; and
3. Authorize the Director of Public Health, or designee, to take all steps necessary to implement Amendment No. 02 including, but not limited to, signing all certifications, assurances, reports, or other related documents required by Essential Access Health, subject to County Counsel approval.

ACTION:Policy


Kim Saruwatari, Director of Public Health 11/13/2019

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt
Nays: None
Absent: None
Date: December 10, 2019
xc: RUHS-PH

Kecia R. Harper
Clerk of the Board

By: 
Deputy

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

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$50,000	\$0	\$50,000	\$0
NET COUNTY COST	\$0	\$0	\$0	\$0
SOURCE OF FUNDS: 100% Federal Funds			Budget Adjustment: No	
			For Fiscal Year: 2019/2020	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

Essential Access Health is contracted by the federal government to administer Title X Family Planning funds in California. As a current Title X subrecipient, Public Health’s Family Planning Program receives an annual award to provide basic contraceptive services and teen pregnancy prevention outreach programs. The Family Planning Program provides reproductive health education to the community through collaborative partnerships with the Riverside University Health System (RUHS) – Community Health Centers, the Women, Infants and Children (WIC) Program, schools and several other community organizations.

The Amendment increases the approved budget by \$50,000 to provide expansion of STD prevention services targeting teens and young adults. It also includes a Revised Budget and Cost Allocation Methodology Statement to the current agreement. Because of the revisions to Title X regulations on March 4, 2019, citations related to the Title X regulations (42 CFR Part 59, Subpart A) have also updated.

The revised regulations prohibit federal Title X funds from going to any family planning site that also provides abortion services. Riverside County Family Planning Program services do not promote nor provide abortion as a method of family planning.

Impact on Residents and Businesses

The Family Planning Program is designed to improve the health status of the community by providing reproductive health services to both males and females, with a special focus on reducing the number of teen pregnancies and incidence of sexually transmitted infections among teens. Program staff offer education on birth control methods, the identification and treatment of sexually transmitted infections and screening for cancers, including testicular cancer. Teen education topics also include other health issues faced by teens. The program refers clients to the RUHS – Community Health Centers for reproductive health exams and contraceptive services. Even with these efforts, the incidence of sexually transmitted infections remains high, and so has the demand for information and education on these topics within the community. The additional funding will be used to expand STD prevention efforts and increase outreach activities to teens, foster youth, LGBTQ, college youth, and other high-risk populations.

SUPPLEMENTAL:

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

Additional Fiscal Information

The amount of \$50,000 is an additional funding to the original amount of \$300,000 for the expansion of STD prevention services.


Contract History and Price Reasonableness

The Family Planning Program has received Title X funding from Essential Access Health for more than 20 years. Funding is made available through a competitive bid process every three years. Existing grantees who successfully meet Title X program requirements are eligible to renew funding annually, until the next competitive bid cycle.


On June 11, 2019, Item 3.16, the Board approved the Agreement with Essential Access Health for the period of April 1, 2019 to March 31, 2020 in the amount of \$300,000. On August 27, 2019, Item 3.22, the Board approved Amendment 01 of the Agreement. This Amendment No. 02 increases the funding and revises portions of the attachments and original Agreement.

ATTACHMENT:

- Subrecipient Agreement Number 754-5320-71209-19-20 Amendment Number 02


Brianna Lentajo, Management Analyst

12/3/2019


Gregory V. Priamos, Director County Counsel

11/26/2019

**SUBRECIPIENT AGREEMENT
NUMBER 754-5320-71209-19-20
AMENDMENT NUMBER 02**

On March 4, 2019, the U.S. Department of Health and Human Services finalized and released revised Title X regulations. All Title X funded agencies are required to comply with requirements regarding the provision of family planning services under Title X (Title X of the Public Health Service Act, 42 U.S.C. 300, et seq.) and regulations which govern grants for family planning services (42 CFR part 59, subpart A), as well as Program Priorities and Key Issues for the Title X Program.

The 2019-2020 Subrecipient Agreement for services provided under the Title X Program between Essential Access Health ("Essential Access") and **County of Riverside Department of Public Health ("Subrecipient")** is hereby amended as follows:

1. The total amount payable by Essential Access is increased by **\$50,000** for the following:

\$50,000 - Expansion of STD Prevention Services (mini-RFP)

2. The following shall replace Article III: FINANCIAL PROVISIONS, Section A, Amount of Award, Subsection 1 in its entirety:

In consideration of the services to be delivered by Subrecipient as described in Article II herein, Essential Access shall pay Subrecipient a total amount not to exceed **\$350,000** (the "Title X Award") during the term of this Agreement, provided that funds are available for this purpose under the Grant and Subrecipient is in compliance with all terms and conditions of this Agreement. Subrecipient is only entitled to receive reimbursement for its actual, allowable costs and is not entitled to any payments over and above its actual, allowable cost of operating the Title X program provided for herein, nor any carryover funds at the end of a budget period.

3. The following exhibits are added to the Contract which by this reference are made a part of this agreement:

A. Attachment B-1: Revised Budget and Cost Allocation Methodology Policy

4. The following shall replace Article XVI: GOVERNING LAWS, Section A, Subsection 2, in its entirety:

The Title X Regulations (42 CFR part 59, subpart A, as revised on March 4, 2019)

DEC 10 2019 3.39

WHEN DOCUMENT IS FULLY EXECUTED RETURN

CLERK'S COPY

to Riverside County Clerk of the Board, Stop 1010
Post Office Box 1147, Riverside, Ca 92502-1147

Thank you.

- 5. The following exhibit shall be deleted in its entirety and any and all references to this exhibit shall also be deleted:

Attachment D: ESSENTIAL ACCESS HEALTH SEPARATION OF FAMILY PLANNING AND ABORTION SERVICES POLICY

- 6. All other terms and provisions of the agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties have executed this Amendment:

Essential Access Health

County of Riverside Department of Public Health

By: Michelle McDonald
 Print: ~~Prinda Flores~~ Michelle McDonald
 Title: ~~Vice President of Finance & Benefits~~
 Chief Financial Officer
 Date: 12/18/19

By: [Signature]
 Print: Kevin Jeffries
 Title: Chairman, Board of Supervisors
 Date: DEC 10 2019

FORM APPROVED COUNTY COUNSEL
 BY: [Signature] 11/26/19
 AMRIT P. DHILLON DATE

ATTEST:
 KEOIA R. HARPER, Clerk
 By: [Signature]
 DEPUTY

Family Planning Services			
Budget Summary			
Agency Name: County of Riverside Department of Public Health		Agency Number: 754	
Budget Period: Start Date: 4/1/2019 Ending Date: 3/31/2020			
Budget Category	Total Amount Required	Source of Funds	
		Applicant and Other	Title X Allocation
Personnel Service			
Physician	1,070,995	1,070,995	0
Mid-Level Practitioners	364,564	364,564	0
Other Health Personnel	262,538	131,268	131,270
Ancillary Personnel	1,001,949	1,001,949	0
Administration Staff	121,605	107,605	14,000
Fringe Benefits	1,405,182	1,332,838	72,344
Fringe Benefits Adjustments	0	0	0
Total Personnel Service	4,226,833	4,009,219	217,614
Patient Care			
Clinical Services	0	0	0
Laboratory Services	394,445	394,445	0
Total Patient Care	394,445	394,445	0
Equipment			
Equipment	0	0	0
Total Equipment	0	0	0
Other Costs			
Consultant	0	0	0
Medical Supplies	656,440	648,690	7,750
Office Supplies	87,130	84,130	3,000
Duplication & Printing	6,787	3,167	3,620
Health Education Supplies	7,112	1,612	5,500
Utilities & Communication	30,531	28,031	2,500
Travel Expense	23,138	17,525	5,613
Lease/Rental Expense	494,907	494,907	0
Other Expense	525,044	525,044	0
Approved Indirect Cost	1,073,730	1,019,327	54,403
STD Prevention Services	50,000	0	50,000
Total Other Costs	2,954,819	2,822,433	132,386
Total Budget	7,576,097	7,226,097	350,000
Approved Title X Allocation			350,000

Family Planning Services	
Summary of Applicant and Other	
Agency Number: 754	
Agency Name: County of Riverside Department of Public Health	
Revenue Category	Total Amount
Applicant Funds	
General Funds (Agency Fund)	0
Donations (Cash or In-kind)	0
General Funds - Enterprise Funds	3,417,352
Total for Applicant Funds	3,417,352
Family PACT Fee	
Family PACT Fee For Service	2,296,447
Total for Family PACT Fee	2,296,447
Medi-CAL	
Medi-CAL	878,728
Total for Medi-CAL	878,728
Other Federal Grants	
Medicaid	0
Medicare (Title XVIII)	0
MCH Block Grant (Title V)	0
Bureau of Primary Health Care (330 Grant)	541,666
Total for Other Federal Grants	541,666
State Government Grants	
None	0
Total for State Government Grants	0
Local Government Grants	
None	0
Total for Local Government Grants	0
Private Grants	
None	0
Total for Private Grants	0
Third Party Payers	
Patient Fees	77,313
Private Health Insurance	14,591
Total for Third Party Payers	91,904
Total Applicant and Other Sources of Revenue	7,226,097

Cost Allocation Methodology Policy Statement**1. Please enter the following for your Cost Allocation:**

- i. Current calculation figures on how each line item budget was determined (Methodology provided will be tested against your application budget).
- ii. Current Indirect Cost calculation and rate; Copy of approved indirect cost rate agreement must be submitted if available.

The County of Riverside, Department of Public Health (doing business as Riverside University Health System-Public Health) and the RUHS Community Health Centers provide Family Planning services to approximately 20% of its clients. Title X funds are used to support community outreach, collaborating activities and program administration. The majority of clients are covered by Family PACT and Medi-Cal. Clients who do not qualify for Family PACT may be covered under Title X based on the sliding fee scale. The funds are cost distributed to each clinic site based on the staff activities recorded on the productivity database and logs. All staff has time sheets delineating the hours worked each day. Staff also keep productivity logs and account for the time and number of clients seen at each location and program in the database.

PERSONNEL SERVICES/SALARIES AND WAGES

The majority of Title X funds are allocated for salaries and benefits to support 5 FTEs that perform community outreach, partnering activities and administrative duties. The Full Time Equivalent is based on a 40 hour work week and is used for salaries and benefits. Any salary and fringe benefits costs that are not covered by Title X are covered by the County.

- Assistant Nurse Manager (1 FTE) supervises outreach and partnering activities, is also responsible for meeting grant objectives.
- Licensed Vocational Nurse (3 FTE) provides education at WIC sites, Teen Clinics, middle schools, high schools, homeless and women shelters; participates in outreach activities and health fairs.
- Office Assistant (1 FTE) provides clerical support to Family Planning team. Enters statistical data for education, outreach and trainings.

OTHER COSTS/OPERATING

Any operating costs that are not covered by Title X are covered by the County or other grant sources.

- Medical supplies-covers the cost of condoms for outreach activities, WIC sites, homeless shelters, foster care youth and parolees for the purpose of STD and pregnancy prevention (approximately \$1.78 per bag of condoms X 4,350 clients/bag = \$7,750). All other medical supplies for Family Planning Clinics will be covered under applicant and other.
- Office supplies- covers Family Planning personnel for basic offices supplies including but not limited to pens, pencils, paper, toner, USB flash drives, etc. (average monthly cost fiscal year to date is \$250, or \$3000 for 12 months).
- Printing-covers the cost of printing flyers, brochures, client evaluations, teen clinic cards, etc. for education, outreach and partnering activities, health fairs and clients seen at the 11 community health clinics. Since the County no longer maintains an internal department for printing, costs in this area have increased. (The average expected monthly cost is \$301.67/month or \$3,620 for 12 months)
- Health and education supplies-is allocated for client incentives, Teen Clinics, educational DVDs, and pamphlets (average monthly cost is expected to be \$375 or \$4,500 for 12 months); an additional \$1,000 is earmarked for expenses used for planning the annual provider education event, for a total cost of \$5,500.
- Communications - Includes cell phones for the Assistant Nurse Manager, two LVNs, desk phones for 5 FTEs, and WiFi hot spots (average \$208.33/month =\$2,500).
- Travel/Conference/Training - covers the cost of attending any scheduled training and conferences and mileage to education, outreach and Teen Clinic sites. Mileage includes personal and/or county car mileage. Of the budgeted amount, \$100 is for transportation to the Title X Business Meeting, \$1,000 is for the Women's Health Update Conference/Training and \$4,513 to cover the cost of mileage (approximately \$375.08/month). Total travel costs is \$5,613.
- Approved Indirect cost- The Indirect Cost is 25% of salaries and benefits, and is rounded to the nearest dollar (25% of \$217,614 = \$54,403). This is the indirect cost rate currently approved for Riverside County by the California Department of Public Health for July 1, 2018 through June 30, 2019. \$50,000 will be used to expand STDs prevention services.

2. Please Describe and justify any out-of-state travel

N/A

3. Does your agency provide abortions at any of your sites?

TAB No

MAB No