

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



**ITEM: 3.31**  
**(ID # 20072)**

**MEETING DATE:**  
Tuesday, October 04, 2022

**FROM :** RUHS-PUBLIC HEALTH:

**SUBJECT:** RIVERSIDE UNIVERSITY HEALTH SYSTEM – PUBLIC HEALTH: Authorize the Acceptance of the Workforce Development Grant Funding Allocation from the California Department of Public Health for the Immunization Champions Program for the Period of Performance of July 1, 2022 through June 30, 2023; and Amend Salary Ordinance No. 440 pursuant to Resolution No. 440-9290 submitted herewith; All Districts. [Total Allocation: \$866,000 - 100% Federal] (4/5 Vote Required).

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

1. Authorize Riverside University Health System – Public Health to Accept the Workforce Development Funding Allocation from the California Department of Public Health for the Immunization Champions Program in the amount of \$866,000 for the period of performance of July 1, 2022, through June 30, 2023;
2. Approve and direct the Auditor-Controller to make the budget adjustments as detailed on the attached Schedule A;
3. Amend Salary Ordinance No. 440 pursuant to Resolution No. 440-9290 submitted herewith; and
4. Authorize the Director of Public Health or designee, in accordance with Ordinance No. 459, to sign any certifications, agreements, assurances, reports, memorandums of understanding or amendments thereto, or other related documents required by CDPH to effectuate the allocation, as approved as to form by County Counsel.

**ACTION: 4/5 Vote Required, Position Added, A-30, Policy**

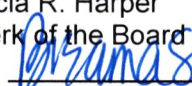
  
Kim Saruwatari, Director of Public Health 9/16/2022

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**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Perez, seconded by Supervisor Jeffries and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended and that Resolution 440-9290 is adopted as recommended..

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt  
Nays: None  
Absent: None  
Date: October 4, 2022  
xc: RUHS-Public Health, HR

Kecia R. Harper  
Clerk of the Board  
By:   
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,  
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<b>FINANCIAL DATA</b>	<b>Current Fiscal Year:</b>	<b>Next Fiscal Year:</b>	<b>Total Cost:</b>	<b>Ongoing Cost</b>
<b>COST</b>	\$866,000	\$0	\$866,000	\$0
<b>NET COUNTY COST</b>	\$0	\$0	\$0	\$0
<b>SOURCE OF FUNDS:</b> 100% Federal			<b>Budget Adjustment:</b> Yes	
			<b>For Fiscal Year:</b> 22/23	

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

**BACKGROUND:**

**Summary**

Due to the COVID-19 pandemic, many children in California are behind on their routine immunizations. In addition, immunization rates against COVID-19 in the 5 – 11 year-old population remain low. The California Department of Public Health (CDPH) has allocated funding to various county agencies, including Riverside County, to hire or designate staff to improve immunization rates in California schools, specifically in Riverside County. Allocations have been determined based on county population (50%) and poverty rates (50%).

The funding originates from a Centers for Disease Control (CDC) workforce development grant that must be spent on staff supporting schools and cannot be used to supplant other funding or support childcare populations. Riverside University Health System-Public Health (RUHS-PH) will utilize the funds to support Transitional Kindergarten and K-12 settings by hiring staff to work directly with schools throughout Riverside County, cover benefits, equipment, and travel for staff.

**Impact on Residents and Businesses**

There are nearly 1,000 schools in California with kindergarten immunization rates below 90%, making these children vulnerable to vaccine-preventable diseases, such as measles, pertussis, and chickenpox, which are expected to return over the coming years. Many schools and families have faced major challenges in ensuring routine childhood immunizations during the pandemic. Preliminary analyses of the most recent school years indicate that overdue immunization rates have increased leaving less school-age children fully vaccinated. Additionally, most of California's school-age children could benefit from additional protection against COVID-19.

Staff funded with this grant will focus on high-risk and vulnerable schools to assist with reviewing student immunization records, advise and train school staff in follow-up methods to reach families whose students are behind on immunizations, ensure enrolled students are up to date, conduct immunization events, and provide referrals for children to be vaccinated.



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**SUPPLEMENTAL:**

**Additional Fiscal Information**

This is a new funding allocation for RUHS-PH. There is no impact to County General Funds. The allocation for Riverside County is \$866,000.

RUHS-PH requests to amend Salary Ordinance No. 440 to add the positions listed in the table below. Pursuant to Board Policy A-30, these positions will be eliminated in the event funding is no longer available. However, every effort will be made to pursue other funding sources to maintain these positions.

Job Code	Job Title	Quantity
73458	Health Education Assistant II	6
74107	Program Coordinator I	1

**ATTACHMENTS:**

**ATTACHMENT A:** Workforce Development Direct Allocation Letter from the California Department of Public Health

**ATTACHMENT B:** Workforce Development Grant Funding Allocation Document

**ATTACHMENT C:** Immunization Champions Program Description Letter

**ATTACHMENT D :** Schedule A

**ATTACHMENT E :** Resolution No. 440-9290

  
Heydee Koury, Sr Accountant - Auditor

9/19/2022

  
Douglas Cordonez Jr.

9/27/2022

  
Michael Bowers, Assistant HR Director

9/22/2022

  
Gregg Gu, Chief Deputy County Counsel

9/23/2022

RESOLUTION NO. 440-9290

BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in regular session assembled on October 4, 2022, that pursuant to Section 4(a)(ii) of Ordinance No. 440, the Associate Medical Officer-Public Health Officer is authorized to make the following listed change(s), operative on the date of approval, as follows:

<u>Job Code</u>	<u>+/-</u>	<u>Department ID</u>	<u>Class Title</u>
73458	+ 6	4200102300	Health Education Assistant II
74107	+ 1	4200102300	Program Coordinator I

## ROLL CALL:

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt  
Nays: None  
Absent: None

The foregoing is certified to be a true copy of a resolution duly adopted by said Board of Supervisors on the date therein set forth.

KECIA R. HARPER, Clerk of said Board

By: Bruna Smith

/kc  
09/19/2022  
440 Resolutions\KC

OCT 04 2022 3.31



TOMÁS J. ARAGÓN, M.D., Dr.P.H.  
Director and State Public Health Officer

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



GAVIN NEWSOM  
Governor

June 28, 2022

Geoffrey Leung  
MD  
Riverside County  
4065 County Circle Drive, Suite 412  
Riverside, CA 92503

**Authority:**

Section 311(c)(1) of the Public Health Service Act  
(42 USC 243(c)(1))

American Rescue Plan Act of 2021, (P.L. 117-2)

**CDC Crisis Response: Covid 19 Public Workforce  
Riverside County**

Dear Dr. Geoffrey Leung:

This letter covers the reimbursement for the Cooperative Agreement for Emergency Response: Public Health Crisis Response funding through the American Rescue Plan Act of 2021, P.L. 117-2. This funding is intended to establish, expand, train, and sustain a response-ready public health workforce at STLT levels. Funding for activities is covered for the period July 1, 2022, through June 30, 2023.

Please review the IZ Champion Program Supplement (Attachment 1) which highlights IZ Champion Program allowable activities to support the hiring, recruiting, and training of a public health workforce.

**Submission Requirements:**

Complete a Staffing Plan (Attachment 2) and Expenditure Report (Attachment 3) by **July 22, 2022** and submit to CDPH at: [CDPHSchoolsWFD@cdph.ca.gov](mailto:CDPHSchoolsWFD@cdph.ca.gov). Your Agency should consider the following when developing your Staffing Plan and Expenditure Report:

CDPH Center for Infectious Disease, MS 0500 • P.O. Box 997377 • Sacramento, CA  
95899-7377

(916) 650-6416 • (916) 650-6420 FAX  
Internet Address: [www.cdph.ca.gov](http://www.cdph.ca.gov)



**Reporting Requirements:**

Submit Semi-Annual Staffing Plans and Expenditure reports to CDPH following the schedule below.

Year/Semi-Annual	Reporting Period	Due Date
Year 2/Q2 Year 2/Q3	April 1, 2022 – September 30, 2022	October 14, 2022
Year 2/Q4 Year 3/Q1	October 1, 2022 – March 31, 2023	April 14, 2023
Year 3/Q2 (Final)	April 1, 2023 – June 30, 2023	September 22, 2023

**Reimbursement/Invoicing:**

A detailed memo outlining invoicing instructions will be sent separate from the direct allocation letter.

If you have any questions or need further clarification, please reach out to [CDPHSchoolsWFD@cdph.ca.gov](mailto:CDPHSchoolsWFD@cdph.ca.gov).

Sincerely,

Amy Kile-Puente  
Acting Division Chief  
Division of Communicable Disease Control  
CA Department of Public Health  
California Department of Public Health

**Attachments**

Attachment 1: IZ Champions Program Supplement  
Attachment 2: Staffing Plan  
Attachment 3: Expenditure Report  
Attachment 4: Funding Allocations

## Workforce Development Grant Funding Allocations

County	Funding Amount
Alameda	\$448,696.00
Amador	\$86,331.00
Butte	\$155,809.00
Colusa	\$82,351.00
Contra Costa	\$390,488.00
El Dorado	\$129,881.00
Fresno	\$541,458.00
Humboldt	\$132,656.50
Kern	\$470,354.00
Kings	\$135,375.00
Lake	\$101,977.00
Madera	\$140,586.50
Marin	\$142,352.50
Mendocino	\$106,634.50
Mono	\$79,112.50
Placer	\$176,674.00
Plumas	\$81,388.50
Riverside	\$866,080.00
Sacramento	\$608,604.00
San Bernardino	\$842,864.50
San Diego	\$1,109,770.00
San Francisco	\$342,496.50
San Mateo	\$267,743.00
Santa Clara	\$562,929.00
Santa Cruz	\$159,524.50
Shasta	\$137,471.00
Sonoma	\$204,846.00
Stanislaus	\$268,072.50
Tulare	\$282,512.50
Ventura	\$309,487.00
Yolo	\$164,357.50





## Immunization Champions Program Description

### Supporting Schools with Immunizations

(Accompaniment to WFD Safe Schools Direct Allocation Letter to LHJs)

#### Funds to Support Schools and Immunizations

In the wake of the pandemic, many children in California are behind on their routine immunizations. In addition, immunization rates against COVID-19 in the 5–11-year-old population remain low. To address this, we have time-limited funds to hire or designate staff to support immunizations in schools.

There are about 1,000 schools in CA with kindergarten immunization rates below 90%, making them vulnerable to vaccine-preventable diseases, such as measles, pertussis and chickenpox, that are expected to return over the next years. Many schools and families have faced major challenges in ensuring immunization during the pandemic. Preliminary analyses of the most recent school years indicate that overdue rates have increased as up-to-date levels have decreased. Additionally, most of California's children could benefit from additional protection against COVID-19.

#### How can these funds be used for staffing?

This *Immunization Champions* funding originates from a CDC workforce development grant that must be spent on **staff** supporting **schools** and cannot be used to supplant other funding. Funds can be used to support TK and K-12 settings but **not** to support childcare populations.

Funds can be used for:

- Hiring internally (which may include contract staff or interns)
- Subcontracting to Community Based Organizations to support schools (Note: Any CBO's contracted with may only use the funds to hire staff to perform the scope of activities noted below)
- Hiring through staffing agencies with whom you might have existing contracts (e.g. Maxim, Ro Health, Cross Country etc.) to support schools
- Increasing the hours of part-time staff to full-time, expanding staff hours or clinical hours
- Paying for staff who have been redirected for COVID-19 vaccine activities in schools



- Paying for licensed or unlicensed staff to work in back-to-school events or school-located vaccine events
- Covering benefits, equipment, travel for hired staff

### **What types of activities can staff funded with this grant do?**

Staff funded with this grant can assist in any of the following activities at schools. We recommend that you focus on high risk or more vulnerable schools.

- Review student immunization (IZ) records, advise/train school staff in follow-up with families whose students are behind on immunizations, ensure enrolled students are up-to-date.
- Conduct back-to-school immunization events and catch children up on missing vaccines.
- Coordinate immunization records needed during school outbreaks of COVID-19 and/or for additional state policies and requirements.
- Support school to comply with any future or local COVID-19 vaccine mandates.
- Help enroll school in and produce reports from the California Immunization Registry (CAIR) Schools Module.
- Provide technical assistance to school to report immunization coverage levels for students as required by California Law.
- Build capacity within the school to support COVID-19 vaccination and meet routine school requirements. Train and support permanent staff on current and future immunization reporting and support activities.
- Coordinate school-located immunization events for COVID-19 vaccines (and seasonal influenza or other infectious disease threats).
- Work with school staff to complete CDPH immunization trainings on school law, reporting, CAIR and school-located vaccinations to support school with all immunization-related activities.
- Support school staff in connecting families with resources to ensure children are up to date on vaccinations.

### **What are the reporting requirements for the funds?**

Reporting requirements are minimal. Local Health Jurisdictions will be required to report the following every 6 months: the number of personnel hired, their status and the associated costs.

### **Timeline for Funds**

These CDC funds intended for supporting immunizations and schools must be spent by June 30, 2023.

## Tools/Resources

The following resources can help guide/train anyone working in schools to increase immunization coverage or put on vaccination events:

Website for all matters related to Schools and Immunizations	<u>Shots for School (ca.gov) -</u> <a href="https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/School/shotsforschool.aspx">https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/School/shotsforschool.aspx</a>
How to determine your most vulnerable schools – download an xls file of your county and search for all schools below 90% -- look for overdue and conditional entrant rates above 2% too	<u>Transitional Kindergarten &amp; 7th Grade-Reports</u> <a href="https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/School/tk-12-reports.aspx">https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/School/tk-12-reports.aspx</a>
Information for schools on how to process medical exemptions	<u>CDPH CAIR ME -</u> <a href="https://cair.cdph.ca.gov/exemptions/home">https://cair.cdph.ca.gov/exemptions/home</a>
Training resources to implement school immunization law	<u>Implementation Tools (ca.gov) -</u> <a href="https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/School/resources-implementation.aspx">https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/School/resources-implementation.aspx</a>
Resources for conducting school-located vaccine events	<u>Resources for School-Located Vaccination -</u> <a href="https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/School/resources-clinics.aspx">https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/School/resources-clinics.aspx</a>
Resources for annual reporting of school immunization rates	<u>Immunization Reporting -</u> <a href="https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/School/reporting.aspx">https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/School/reporting.aspx</a> -
Resources for putting on Back-to-School events	<u>#DontWaitVaccinate Toolkits –</u> <u>California IZ Coalition -</u> <a href="https://www.immunizeca.org/DontWaitVaccinate/">https://www.immunizeca.org/DontWaitVaccinate/</a>

## Contact Information

- Questions about school immunization law or school located vaccine events can be directed to [SchoolVaxTeam@cdph.ca.gov](mailto:SchoolVaxTeam@cdph.ca.gov)
- Questions about the Workforce Development Grant supporting immunizations in schools can be directed to [CDPHSchoolsWFD@cdph.ca.gov](mailto:CDPHSchoolsWFD@cdph.ca.gov)

**SCHEDULE A**  
**RUHS - Public Health**  
**Budget Adjustment**  
**Fiscal Year 2022/2023**

**INCREASE IN APPROPRIATIONS:**

10000 - 4200100000 - 510040 Regular Salaries	\$ 448,656
10000 - 4200100000 - 510420 Overtime	\$ 11,900
10000 - 4200100000 - 518100 Budgeted Benefits	\$ 184,222
10000 - 4200100000 - 523700 Office Supplies	\$ 3,600
10000 - 4200100000 - 523800 Printing/Binding	\$ 500
10000 - 4200100000 - 523840 Computer Equipment-Software	\$ 6,720
10000 - 4200100000 - 524960 Interpreters-Translator Fees	\$ 2,007
10000 - 4200100000 - 521360 Maint-Computer Equip	\$ 17,500
10000 - 4200100000 - 523270 Special Events	\$ 5,000
10000 - 4200100000 - 527180 Operational Supplies	\$ 5,000
10000 - 4200100000 - 529040 Private Mileage Reimbursement	\$ 5,000
10000 - 4200100000 - 528920 Car Pool Expense	\$ 14,700
10000 - 4200100000 - 524500 Administrative Support-Direct	\$ 161,195

**TOTAL INCREASE IN APPROPRIATIONS: \$ 866,000**

**INCREASE IN ESTIMATED REVENUE:**

10000 - 4200100000 - 767220 Fed-Other Operating Grants	\$ 866,000
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**TOTAL INCREASE IN ESTIMATED REVENUES: \$ 866,000**