

**THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
ACTION AGENDA SUMMARY**

DEPT: HEALTH SERVICES AGENCY
Urgent Routine
CEO Concurs with Recommendation YES NO
(Information Attached)

BOARD AGENDA # *B-4
AGENDA DATE March 20, 2001
4/5 Vote Required YES NO

SUBJECT: AUTHORIZE THE HEALTH SERVICES AGENCY TO ENTER INTO A CONTRACT WITH THE STATE DEPARTMENT OF HEALTH SERVICES TO RECEIVE PUBLIC HEALTH PREPAREDNESS AND RESPONSE TO BIOTERRORISM GRANT FUNDS

STAFF
RECOMMEN-
DATIONS:

1. AUTHORIZE THE HEALTH SERVICES AGENCY TO ENTER INTO A CONTRACT WITH THE STATE DEPARTMENT OF HEALTH SERVICES TO RECEIVE PUBLIC HEALTH PREPAREDNESS AND RESPONSE TO BIOTERRORISM GRANT FUNDS.
2. AUTHORIZE THE HEALTH SERVICES AGENCY MANAGING DIRECTOR OR HER DESIGNEE TO SIGN AND EXECUTE THE CONTRACT.

FISCAL
IMPACT:

The period of this contract is from October 1, 2000 through September 30, 2001. The maximum amount payable for Fiscal Year 2001/2002 is \$10,000.

BOARD ACTION

No. 2001-199

On motion of Supervisor Caruso, Seconded by Supervisor Blom,
and approved by the following vote,

Ayes: Supervisors: Mayfield, Blom, Caruso, and Chair Paul

Noes: Supervisors: None

Excused or Absent: Supervisors: Simon

Abstaining: Supervisor: None

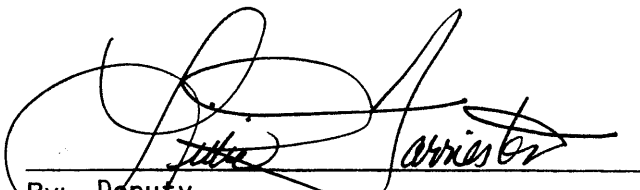
1) Approved as recommended

2) Denied

3) Approved as amended

Motion:

ATTEST: REAGAN M. WILSON, Clerk

By: Deputy 

File No.

SUBJECT: AUTHORIZE THE HEALTH SERVICES AGENCY TO ENTER INTO A CONTRACT WITH THE STATE DEPARTMENT OF HEALTH SERVICES TO RECEIVE PUBLIC HEALTH PREPAREDNESS AND RESPONSE TO BIOTERRORISM GRANT FUNDS

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DISCUSSION: Upon Board of Supervisor's approval, the Health Services Agency wishes to submit a Standard Agreement to the California Department of Health Services for Public Health Preparedness and Response to Bioterrorism Grant funding.

It is our objective to broaden the scope of bioterrorism preparedness training within our county. This would include, but not be limited to, the following:

- ◆ Public Health Nurses
- ◆ County Clinic Staff Members
- ◆ American Red Cross Volunteers
- ◆ EMS Personnel
- ◆ Hospital Emergency Personnel
- ◆ Physicians within the Community

More importantly, we feel strongly that the training has to be continuous; that is, a core training that can be provided to new personnel as they become active at various areas and levels within our county. We need training videotapes, as well as short tests to determine completion of training. Further, we need funds to have drills to ascertain that the multiple disciplines can work together.

**POLICY
ISSUES:**

Approval to respond to the Standard agreement will allow the Agency to improve and expand the Public Health's Infrastructure of Bioterrorism preparedness training within our county.

**STAFFING
IMPACTS:**

There are no staffing impacts associated with approval of this recommendation.

STANDARD AGREEMENT

Focus Area E: Health Alert Network
Public Health Preparedness and Response to Bioterrorism Grant
Local Health Department Preparedness Allocations
Federal Fiscal Year 2000-2001

STANISLAUS COUNTY

Name of the Local Health Department

The State of California, by and through the Department of Health Services (hereinafter called the "Department"), and the Local Health Department (hereinafter called "LHD"), do hereby agree as follows:

This agreement is entered into pursuant to the provisions set forth in the Focus Area E: Health Alert Network, Public Health Preparedness and Response to Bioterrorism, Strategic Plan.

As a condition of receiving \$10,000 of Public Health Preparedness and Response to Bioterrorism Grant funds, the LHD agrees to all the following provisions:

I. DESCRIPTION OF PROPOSED EXPENDITURES REQUIREMENTS

- A. Complete a Description of Proposed Expenditures form specifying how the LHD intends to enhance local preparedness for responding to terrorist threats.
- B. Comply with health alert network activities, performance monitoring, and accountability requirements as specified in this Standard Agreement and the attached addendum, the Description of Proposed Expenditures form.

II. EXPENDITURE/PROJECT REQUIREMENTS

- A. Expend the funds for strengthening the capacity of the LHD to enhance local preparedness for responding to terrorist threats. LHDs can utilize these funds for any or all of the following purposes:
 - 1. Achieving activities/capacities recommended in the bioterrorism module of National Public Health Performance Standards Program.
 - 2. Attaining Centers for Disease Control and Prevention Architectural Standards and Performance Characteristics for Personal Computer Technology.
 - 3. Implementing activities specified in the Office of Emergency Services Local Planning Guidance on Terrorism Response.


STANDARD AGREEMENT
Federal Fiscal Year 2000-2001
Page 2 of 2

4. Coordinating and enhancing terrorism preparedness and response procedures with Metropolitan Medical Response Systems (if present) and the California National Guard Rapid Assessment Initial Detection team.
5. Developing local applications of information technology and the Internet to terrorism response capacity, especially in areas of communication between responders, and providing information to local government officials, the media, health providers and institutions, and the general public.
6. Providing local training and skill building to supplement the Department's training for local alert participants.
7. Formalizing cooperative terrorism response agreements at the local level, including those with surrounding counties not receiving direct Year 2 funding in this Focus Area.

III. REPORTING REQUIREMENTS

- A. Submit two quarterly and one annual progress reports documenting activities and the expenditure of funds as specified by the Department.
- B. Maintain financial records of the expenditures for at least three years after the end of the Federal Fiscal Year. During this time, these financial records will be subject to possible review and audit by the State of California and the Federal Government.

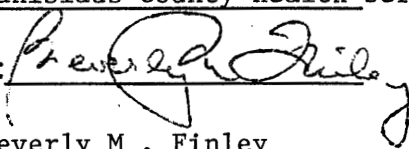
THIS AGREEMENT FOR GRANT FUNDING HAS BEEN APPROVED BY THE GOVERNING BODY AND IS HEREBY EXECUTED.

State of California
Signature: 

Name: George B. (Peter) Abbott, M.D.
Title: Chief, Office of County Health Services

Date: 4/11/01

LHD: Stanislaus County Health Services

Signature: 

Name: Beverly M. Finley
(Please print or type)
Title: Managing Director

Date: March 28, 2001

Please return original Standard Agreement to:
California Department of Health Services
Office of County Health Services
1800 3rd Street, Room 100
P.O. Box 942732
Sacramento, CA 94234-7320

ADDENDUM TO THE STANDARD AGREEMENT

FFY 2000-01 Description of Proposed Expenditures of Focus Area E Funds -
Strengthen and Enhance Local Preparedness of the Nineteen Most Populated Local
Health Departments in Response to Bioterrorism Threats.

County of Stanislaus

Indicate which purpose was selected (“a” through “g”) (f). For
the purpose selected, complete the following:

Describe what system, procedure, activity, training module, or capacity is
now in place?

Please see attachment.

Explain how it will be improved or strengthened?

Please see attachment.

Describe what system, procedure, activity, training module, or capacity is now in place?

MINIMAL TRAINING ACTIVITY. The best-trained individuals within the county are within our public safety sector. The Battalion Chief for the City of Modesto Fire Department has had extensive training because the Department of Defense grant was designated for Modesto rather than Stanislaus County. Within our Health Department we have had two individuals, our communicable nurse and our epidemiologist, who have attended half-day sessions sporadically during the past two years. Otherwise there has been no systematic training. We have the 12-hour tape prepared by the Centers for Disease Control in 1998; however, these are partially outdated.

Explain how it (the training program) will be improved

It is our objective to **BROADEN THE SCOPE OF BIO-TERRORISM PREPAREDNESS TRAINING** within our county. This would include, but not be limited to, the following:

- Public Health nurses
- County clinic staffmembers
- American Red Cross volunteers
- EMS personnel
- Hospital emergency personnel
- Physicians within the community

More important, we feel strongly that the training has to be continuous; that is, a core training that can be provided to new personnel as they become active at various areas and levels within our county. We need training videotapes, as well as short test to determine completion of training. Further, we need funds to have drills so as to ascertain that the multiple disciplines can work together.

COMMENT: We have training needs within each of the seven "Purpose" categories, a-g, including information technologies. We have selected "f" because it is our highest need. Our second highest need is to provide training to adjacent counties, such as Merced and Tuolumne because they are part of our disaster response contingency model. Unfortunately, the current funding does not allow this extension of services.

County of Stanislaus

FFY 2000-01 Description of Proposed
Expenditure of Focus Area E Funds

PHP Staff/Equipment Budget Summary - ADDENDUM TO THE STANDARD AGREEMENT

COSTS CATEGORY	PURPOSES							TOTAL COST PER CATEGORY
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	
Personnel	\$	\$	\$	\$	\$	\$ --	\$	\$ --
Fringe Benefits	\$	\$	\$	\$	\$	\$ --	\$	\$ --
Travel	\$	\$	\$	\$	\$	\$ 1,000	\$	\$ 1,000
Equipment	\$	\$	\$	\$	\$	\$ --	\$	\$ --
Supplies	\$	\$	\$	\$	\$	\$ 500	\$	\$ 500
Consultant	\$	\$	\$	\$	\$	\$ 2,500	\$	\$ 2,500
Miscellaneous	\$	\$	\$	\$	\$	\$ --	\$	\$ --
Contracts(Specify below)								
	\$	\$	\$	\$	\$	\$ --	\$	\$ --
	\$	\$	\$	\$	\$	\$ --	\$	\$ --
	\$	\$	\$	\$	\$	\$ --	\$	\$ --
PC Hardware/Software(Specify below)								
Laptop computer*	\$	\$	\$	\$	\$	\$ 3,000	\$	\$ 3,000
	\$	\$	\$	\$	\$	\$ --	\$	\$ --
	\$	\$	\$	\$	\$	\$ --	\$	\$ --
	\$	\$	\$	\$	\$	\$ --	\$	\$ --
	\$	\$	\$	\$	\$	\$ --	\$	\$ --
	\$	\$	\$	\$	\$	\$ --	\$	\$ --
Other(Specify below)								
	\$	\$	\$	\$	\$	\$ --	\$	\$ --
	\$	\$	\$	\$	\$	\$ --	\$	\$ --
	\$	\$	\$	\$	\$	\$ --	\$	\$ --
	\$	\$	\$	\$	\$	\$ --	\$	\$ --
Administration	\$	\$	\$	\$	\$	\$ 3,000	\$	\$ 3,000
Total Costs per Purpose	\$	\$	\$	\$	\$	\$ 10,000	\$	\$ 10,000

*for mobile Powerpoint training programs

**FOCUS AREA E: HEALTH ALERT NETWORK
PUBLIC HEALTH PREPAREDNESS AND RESPONSE TO BIOTERRORISM GRANT
STRENGTHEN AND ENHANCE LOCAL PREPAREDNESS OF
19 LOCAL HEALTH DEPARTMENTS (LHDs)**

**DOCUMENTS, REPORTS, AND PAYMENT TABLE
FEDERAL FISCAL YEAR 2000-2001**

Listed below are the required Public Health Preparedness and Response to Bioterrorism Grant Documents and Reports and their due dates for receipt by the State:

<u>DOCUMENTS/REPORTS</u>	<u>DUE DATES</u>
Description of Proposed Expenditures	October 27, 2000
Standard Agreement	Due upon receipt
October 1, 2000 through March 31, 2001 Report*	April 16, 2001
April 1, 2001 through June 30, 2001 Report	July 13, 2001
October 1, 2000 through September 30, 2001 (Annual Report)	October 12, 2001

* The first two quarters are combined together, as counties spent the first few months of the Federal Fiscal Year preparing for formal implementation of their respective projects.

Submit all original documents and reports to:

**California Department of Health Services
Office of County Health Services
1800 3rd Street, Room 100
P.O. Box 942732
Sacramento, CA 94234-7320**

Attention: Barney Wong or Toni Ballenger

Payment of Preparedness Allocation Funds:

Once the Standard Agreement is fully executed, the State will release your LHD's Preparedness Allocation. As a reminder, your LHD's approved Description of Proposed Expenditures is to be attached as an addendum to the Standard Agreement.

If you have any questions, please call Barney Wong at (916) 324-1126 or Toni Ballenger at (916) 327-6984.

PROGRESS REPORT FOR 19 LOCAL HEALTH DEPARTMENTs (LHD)
FOCUS AREA E: HEALTH ALERT NETWORK
PUBLIC HEALTH PREPAREDNESS AND RESPONSE TO BIOTERRORISM GRANT
FEDERAL FISCAL YEAR 2000-2001

County of _____

Please indicate the reporting period:

- _____ October 1, 2000 through March 31, 2001*
- _____ April 1, 2001 through June 30, 2001
- _____ October 1, 2000 through September 30, 2001 (Annual Report)

* Since the first few months of the Federal Fiscal Year were used for project planning and start-up activities, the first two quarters are combined into one reporting period.

A separate page 1 has to be completed for each Preparedness Allocation purpose ("a" through "g") selected for your project. However, regardless of the number of purposes selected, you only need to complete one page 2 per report, as page 2 includes all Preparedness Allocation purposes.

Indicate the purpose selected for your project _____. In the space below, describe the progress you have made toward achieving this purpose during the reporting period. Use page 2 to provide a fiscal update for your project for the same time period.

Submit report to:

California Department of Health Services
Office of County Health Service
1800 3rd Street, Room 100
P.O. Box 942732
Sacramento, CA 94234-7320
Attention: Barney Wong or Toni Ballenger

Preparedness Allocation Staff/Equipment Budget Summary

COST CATEGORIES	PURPOSES (Refer to the Description of Proposed Expenditures for purposes "a" through "g")							TOTAL COST PER CATEGORY
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	
Personnel	\$	\$	\$	\$	\$	\$	\$	\$
Fringe Benefits	\$	\$	\$	\$	\$	\$	\$	\$
Travel	\$	\$	\$	\$	\$	\$	\$	\$
Equipment	\$	\$	\$	\$	\$	\$	\$	\$
Supplies	\$	\$	\$	\$	\$	\$	\$	\$
Consultant	\$	\$	\$	\$	\$	\$	\$	\$
Miscellaneous	\$	\$	\$	\$	\$	\$	\$	\$
Contracts (Specify below)								
	\$	\$	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$	\$	\$
PC Hardware/Software (Specify below)								
	\$	\$	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$	\$	\$
Other (Specify below)								
	\$	\$	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$	\$	\$
Administration	\$	\$	\$	\$	\$	\$	\$	\$
Total Cost per Purpose	\$	\$	\$	\$	\$	\$	\$	\$