



Board Agenda Item 45

DATE: February 26, 2019

TO: Board of Supervisors

SUBMITTED BY: David Pomaville, Director, Department of Public Health

SUBJECT: Retroactive Amendment to Agreement with Fresno Metro Ministry

RECOMMENDED ACTION(S):

Approve and authorize the Chairman to execute retroactive Amendment I to Agreement No. 18-635 with Fresno Metro Ministry to increase the part-time Fresno Community Health Improvement Partnership Program Manager to full-time and add two part-time bilingual positions for community health assessment and improvement planning services, effective November 6, 2018, with no change in the compensation amount or term to December 31, 2019 (\$221,740).

Approval of the recommended action will allow Fresno Metro Ministry (FMM), the fiscal sponsor of the Fresno Community Health Improvement Partnership (FCHIP), to redirect costs to increase the temporary three-quarter time FCHIP Program Manager to full-time, create two bilingual temporary part-time Program Coordinator positions, and purchase related equipment. The agreement is funded with the Department of Public Health's Local Oral Health Plan (LOHP) grant, Tobacco Prevention Program (TPP) grant, and Health Realignment funds, with no increase in Net County Cost. This item is countywide.

ALTERNATIVE ACTION(S):

If your Board does not approve the recommended action, FMM's staffing structure will remain unchanged. FMM will not be allowed to recover costs related to the two new positions or fund the full-time cost for the FCHIP Program Manager.

RETROACTIVE AGREEMENT

The agreement with FMM was approved by your Board on November 6, 2018. The recommended amendment is retroactive to November 6, 2018 to allow FMM to recover costs for increasing the existing FCHIP Program Manager position from three-quarter time to full-time and creating two new temporary bilingual Program Coordinator positions.

FISCAL IMPACT:

There is no additional Net County Cost associated with the recommended action. The maximum compensation will remain at \$221,740, funded by LOHP grant funds (\$125,000), TPP grant funds (\$71,740), and Health Realignment (\$25,000). The proposed amendment will revise the budget to redistribute \$95,000 in personnel costs by deleting the FMM Program Manager (\$72,000) and FCHIP Program Director (\$23,000), and increasing the part-time FCHIP Program Manager to full-time (\$18,000) and creating two bilingual temporary part-time Program Coordinators (\$77,000 or \$38,500 each). It will also redistribute \$120 in non-personnel costs to fund equipment costs related to the additional staff person. Sufficient appropriations and estimated revenues are included in the Department's Org 5620 FY 2018-19 Adopted

Budget and will be included in future budget requests for the duration of the term.

DISCUSSION:

On November 6, 2018, your Board approved Agreement No. 18-635 with FMM to provide assessment and planning services for the Department's LOHP grant and Public Health Accreditation process, with funding provided by the California Department of Public Health. FMM will help the Department develop a community health improvement plan and an action plan to address community health needs. FMM's primary scope of work activity is to coordinate community events such as town hall meetings and listening sessions. In response to community needs, FMM increased the time allocation of the existing FCHIP Program Manager position from three-quarter time to full-time, and hired two bilingual Program Coordinators (Spanish and Hmong) to implement required community engagement activities and improve programmatic reach within the target populations.

The recommended amendment redistributes \$95,000 without changes to the total compensation amount or term of the contract.

REFERENCE MATERIAL:

BAI #29, December 6, 2018

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Amendment I to Agreement No. 18-635 with Fresno Metro Ministry

CAO ANALYST:

Sonia M. De La Rosa