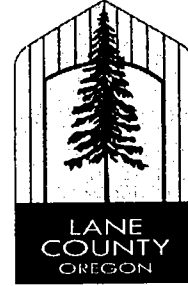


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## AGENDA COVER MEMO

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**AGENDA DATE:** March 12, 2008  
**TO:** Board of County Commissioners  
**DEPARTMENT:** Health & Human Services  
**PRESENTED BY:** Rob Rockstroh



**AGENDA TITLE:** ORDER / \_\_\_\_\_ IN THE MATTER OF AUTHORIZING SUBMISSION OF A GRANT PROPOSAL IN THE AMOUNT OF \$295,851 FOR A LANE COUNTY DEMONSTRATION PROJECT ON PROTECTING VULNERABLE POPULATIONS DURING A PUBLIC HEALTH CRISIS TO THE STATE DEPARTMENT OF HEALTH AND HUMAN SERVICES (DHS), FOR DHS APPLICATION TO THE CENTERS FOR DISEASE CONTROL FOR FUNDING

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### **I. MOTION**

In the Matter of Authorizing Submission of a Grant Proposal in the Amount of \$295,851 for a Lane County Demonstration Project on Protecting Vulnerable Populations during a Public Health Crisis to the State Department of Health and Human Services (DHS), for DHS Application to the Centers for Disease Control for Funding

### **II. AGENDA ITEM SUMMARY**

The Centers for Disease Control (CDC) has issued a request for non-research grant applications for demonstration projects to support collaborative planning/response to public health emergencies. The Oregon Department of Health and Human Services (DHS) has solicited proposals from eligible entities, including Lane County Public Health (PH). Public Health seeks BCC authority to submit a proposal in the amount of \$295,851 in support of emergency preparedness/response for local vulnerable populations to DHS, for consideration and seeks BCC delegation of authority to the County Administrator to execute any resultant documents.

The proposal is still under development but, in order to permit for full consideration prior to the Board meeting, will be submitted to the CAO no later than noon on Friday, March 7.

### **III. BACKGROUND/IMPLICATIONS OF ACTION**

#### **A. Board Action and Other History**

Under ORS 431.410, the Lane County Board of County Commissioners is recognized as the local public health authority.

The FY 08 Lane County Public Health Authority Plan, which was approved via BO 07-6-6-4, named "preparedness for disasters, both natural and man-made" as a "public health priority" and also identified the need to focus on "bringing together local partners to plan for the needs of the community's most vulnerable populations." (pages 12-13 of the Plan, [http://www.co.lane.or.us/BCC Info/Meeting Info/2007/OrderText/6-5/Passed/07-6-6-4.pdf](http://www.co.lane.or.us/BCC%20Info/Meeting%20Info/2007/OrderText/6-5/Passed/07-6-6-4.pdf) )

The FY 08 Public Health preparedness program budget is part of the PH financial assistance award, which was approved via BO 07-6-27-3. However, amendment 5 to the State financial assistance award reduced Lane County's appropriation by \$92,217 (from \$305,286 to \$213,069); severely curtailing the program for the second half of this fiscal year.

The BCC authorized the submission of a prior grant application in support of public health preparedness via BO 06-8-2-2, but the grant was not awarded.

For the purpose of this grant, "vulnerable populations" are those who are underserved, difficult to reach and/or socially vulnerable or isolated. Vulnerable populations include, but not limited to the very young, the elderly, disabled, homeless, medically fragile and those for whom English is not a primary language.

#### **B. Policy Issues**

This grant proposal (draft attached) would respond to the needs identified in the annual public health authority plan, related to emergency preparedness, referenced above.

The grant will request funding to permit PH to develop and enhance the collaborations and interactions among the traditional emergency responders, including the LC Sheriff's Office, and the community-based organizations serving vulnerable populations.

The project would focus on preparedness related to responding to a pandemic illness event and will provide for training, the drafting of continuity and preparedness plans and for cooperative exercises.

Public Health has already worked, through the Vulnerable Populations Emergency Preparedness Coalition (VPEP) to "map" the locations of vulnerable populations in Lane County and has even built a website to assist emergency responses to these populations. ( <http://www.lcspecialpopulations.org/index.php?view=map> )

### **C. Board Goals**

Supports Board goal of protecting the health and welfare of County residents.

### **D. Financial and/or Resource Considerations**

If selected for funding, the grant period would be from May 1, 2008 through April 30, 2009.

Public Health would dedicate 1.0 FTE of health educator time to this project and additional administrative and technical support would be required of other PH staff, as follows:

Project Manager (.25FTE) – assurance of project objectives, staffing, reporting and overall management

Public Health Officer (.10 FTE) – community partnering; agency education and technical advisement

Preparedness Coordinator (.25 FTE) – partnering; agency education and technical advisement

Public Health Educator (1.0 FTE, mentioned above) – coalition building; promotion of preparedness policy and activities

Administrative Support (0.5 FTE)– meeting arrangements, materials, communications, and other support

Sub-contractors / Consultants (as needed) – training and coaching for CBOs; advise on appropriate methods

No permanent staff would be hired and any additional, short duration staff hired to support this initiative would be funded entirely through the grant.

### **E. Analysis**

The information required by the Board of County Commissioners prior to approval of grant applications and receipt of grant funds is provided below.

1. What is the Match Requirement, if any, and how is that to be covered for the duration of the grant?

This grant does not contain a match requirement.

2. Will the grant require expenditures for Material and Services or capital not fully paid for by the grant?

No. All expenditures needed for the implementation of the grant are included in the grant application budget.

3. Will the grant funds be fully expended before county funds need to be spent?

There are no County funds in the budget for this project.

4. How will the administrative work of the grant be covered if the grant funds don't cover it?

Grant funds cover all administrative work connected with this project.

5. Have grant stakeholders been informed of the grant sunset policy so there is no misunderstanding when the funding ends? Describe plan for service if funding does not continue.

Stakeholders have been informed of the grant funding duration. This funding is available for one year only.

During the time of this grant, evaluation of the costs and success of this service delivery model may prompt CDC to offer future support or to select this demonstration project for replication in other areas.

6. What accounting, auditing, and evaluation obligations are imposed by the grant conditions?

Costs of data collection and reporting are covered by the grant.

7. How will the department cover the accounting, auditing, and evaluation obligations? How are the costs for these obligations covered, regardless of whether they are in the department submitting the grant or a support service department? Does the department acknowledge that the county will need to cover these costs and it is an appropriate cost incurred by support service departments?

Funds are budgeted in the grant application to meet all these obligations. The county will not need to spend any money on this project.

8. Are there any restrictions against applying the county full cost indirect?

No. An indirect amount has been included in the grant application budget, per the negotiated agreement with the federal government.

9. Are there unique or unusual conditions that trigger additional county work effort, or liability, i.e., maintenance of effort requirements or supplanting prohibitions or indemnity obligations?

This will not be a factor, as the grantee would be DHS and County PH would receive the funds via an IGA.

10. Grants involving technology issues require Information Services department review and approval prior to submission to the Board to ensure compatibility with existing county systems and development tools.

This grant does not have technology issues that will have an impact on existing county systems.

11. Information services department sign-off is required for all agenda items requesting funding for new or enhanced computer applications/systems that will interface with existing county systems/infrastructure.

This item does not apply to this grant application.

12. If this is a grant funded computer/software application project . . .

This is not a grant funded computer/software applications project.

#### **F. Alternatives / Options**

1. Approve the grant proposal submission.
2. Direct staff to advise DHS that Lane County Public Health will not submit for this grant competition.

#### **IV. TIMING/IMPLEMENTATION**

Board approval being received, Health & Human Services (H&HS) will inform DHS of approval to submit the Lane County Public Health proposal, if selected.

The DHS submission date is March 17, 2008. Notification of project selection is anticipated from the CDC on April 18, 2008.

#### **V. RECOMMENDATION**

Public Health and Health & Human Services staff support approval of this request

#### **VI. FOLLOW-UP**

If selected/funded, H&HS will work with the County Administrator's Office to process all grant award documents.

#### **VII. ATTACHMENTS**

Board Order

**THE BOARD OF COUNTY COMMISSIONERS, LANE COUNTY, OREGON**

**ORDER:** ) IN THE MATTER OF AUTHORIZING SUBMISSION OF A GRANT  
) PROPOSAL IN THE AMOUNT OF \$295,851 FOR A LANE  
) COUNTY DEMONSTRATION PROJECT ON PROTECTING  
) VULNERABLE POPULATIONS DURING A PUBLIC HEALTH  
) CRISIS TO THE STATE DEPARTMENT OF HEALTH AND  
) HUMAN SERVICES (DHS), FOR DHS APPLICATION TO THE  
) CENTERS FOR DISEASE CONTROL FOR FUNDING

WHEREAS, the Lane County Board of County Commissioners is recognized as the local public health authority; and

WHEREAS, the Board approved the Lane County Public Health Authority Plan, which named preparedness for disasters, both natural and man-made as a "public health priority" and also identified the need to focus on bringing together local partners to plan for the needs of the community's most vulnerable populations; and

WHEREAS, the Centers for Disease Control grant being solicited, if received, would respond to the needs identified in the annual public health authority plan, related to emergency preparedness, referenced above; and

WHEREAS, the Board of Commissioners supports efforts to ensure the health and welfare of all residents of Lane County; and

WHEREAS, Lane Manual 21.137 sets forth policy regarding grant applications and requires Board approval of the preliminary application and acceptance of any grant award greater than \$100,000; and

WHEREAS, the total funding to be awarded through this grant is \$295,851 and exceeds the signatory authority of the County Administrator;

NOW THEREFORE, IT IS HEREBY ORDERED, that the Board of County Commissioners authorize submission of a grant proposal for a demonstration project to the State Department of Health and Human Services in the amount of \$295,851; and

IT IS FURTHER ORDERED, that the Board of County Commissioners delegate authority to the county administrator to execute the grant documents.

DATED this 12<sup>th</sup> day of March, 2008.

\_\_\_\_\_  
Faye Stewart, Chair  
Lane County Board Of Commissioners

APPROVED AS TO FORM  
Date 3/4/08 Lane County  
[Signature]  
OFFICE OF LEGAL COUNSEL