



**SAN BENITO COUNTY  
AGENDA ITEM  
TRANSMITTAL FORM**

VACANT  
District No. 1

Kollin Kosmicki  
District No. 2

Peter Hernandez  
District No. 3

Bob Tiffany  
District No. 4  
Vice-Chair

Bea Gonzales  
District No. 5  
Chair

**Item Number: 15.**

**MEETING DATE: 9/28/2021**

**DEPARTMENT: HEALTH AND HUMAN SERVICES AGENCY**

**DEPT HEAD/DIRECTOR:** Tracey Belton

**AGENDA ITEM PREPARER:** Lynn Mello

**SBC DEPT FILE NUMBER:** 130

**SUBJECT:**

**HEALTH AND HUMAN SERVICES AGENCY- T. BELTON**

Accept FY 2021-22 Immunization Funding Allocation for \$731,746.00 and authorize a 2021-2022 budget adjustment and authorize the HHSA Director to sign the amendment to CDPH Standard Grant Agreement No. 17-10342 A02 once it is received to include the additional funding and any subsequent amendments related to this agreement that do not require a budget adjustment. (4/5 vote required)

SBC FILE NUMBER: 130

**AGENDA SECTION:**

CONSENT AGENDA

**BACKGROUND/SUMMARY:**

The Immunization Branch has received supplemental funding from the Centers of Disease Control to increase COVID-19 vaccination services. The California Department of Public Health (CDPH), Immunization Branch has awarded San Benito County Public Health Services a Federal Grant sub-award for \$731,746 to assess and improve coverage levels in the jurisdiction of all vaccines recommended by the Advisory Committee on Immunization Practices (ACIP) to protect the population, as well as detect, report, and control vaccine-preventable diseases in the jurisdiction. The grant award will fund licensed clinicians and health assistant staff positions, equipment for vaccine storage and vaccination supplies.

There will be an amendment to the already existing CDPH Standard Grant Agreement No. 17-10342 A02 to include the additional funding.

**RESOLUTION OR ORDINANCE NEEDED FOR THIS ITEM:**

No

**CONTRACT NEEDED FOR THIS ITEM:**

Yes

**CONTRACT AND RFP HISTORY:**

The additional funding will be an amendment to CDPH Standard Grant Agreement No. 17-10342 A02.

**LAST CONTRACT AMOUNT OR N/A:**

\$753,438.00

**STATE IF THIS IS A NEW CONTRACT/ HOW MANY PAST AMENDED CONTRACTS/ OR N/A:**

Annual and 5 year contracts with the IZ branch for decades.

**STRATEGIC PLAN GOALS:**



**BUDGETED:**

No

Budget Adjustment Needed: Yes

Unfunded Mandate (Is this a mandate not funded by the State): No

**SBC BUDGET LINE ITEM NUMBER:**

224.80.2390

Source of Funding: Non-general fund

**CURRENT FY COST:**

\$731,746.00

**STAFF RECOMMENDATION:**

Accept the FY 2021-22 Immunization funding allocation of \$731,746.00 from CDPH Immunization Branch, authorize a 2021-22 budget adjustment, and authorize the HHSA Director to sign related amendment(s) to CDPH Standard Grant Agreement No. 17-10342 A02 once it is received. (4/5 vote required)

**BOARD ACTION RESULTS:**

Accepted Funding allocation per staff recommendation. (4/0 vote)

**ATTACHMENTS:**

Description	Upload Date	Type
Budget Appropriation Form FY2122 IZ COVID Round 4	9/8/2021	Budget Amendment
COVID-19 Budget Application FY2122 SBC Round 4	9/8/2021	Budget Amendment
letter of Intent FY2122 COVID-19 Round 4	9/8/2021	Correspondence
Scope of Work FY2021-22	9/8/2021	Other

**REVIEWERS:**

Department	Reviewer	Action	Date
Health and Human Services Agency	Bellon, Tracey	Approved	9/17/2021 - 2:14 PM
Health and Human Services Agency	Bellon, Tracey	Approved	9/17/2021 - 2:15 PM
Health and Human Services Agency	Valencia, Irma	Approved	9/17/2021 - 2:25 PM
Health and Human Services Agency	Bellon, Tracey	Approved	9/17/2021 - 2:38 PM
County Administration Office	Delgado, Vanessa	Approved	9/21/2021 - 1:21 PM

**COUNTY OF SAN BENITO  
OPERATING BUDGET ADJUSTMENT/TRANSFER**

Please Indicate Type:

Fiscal Year: 2021/2022  
 Department: HNSA- Public Health  
 Org Key: 224.80.2390.1000

- Appropriation/Est. Revenue Increase  
(Requires 4/5 Board of Supervisors Approval)
- Contingency Transfer  
(Requires 4/5 Board of Supervisors Approval)
- Interdepartmental Transfer or  
Interobject Transfer >\$25,000  
(Requires Board of Supervisors Approval)
- Interobject Transfer <\$25,000  
(Requires Admin. and Auditor Approval)

**Appropriation Increases:**

Org Key:	Object No:	Description	Revenues	Expenditures
224.80.2390.1000	556.001	Federal Grants	\$ 731,746	
224.80.2390.1000	610.905	Force Labor		389,246
224.80.2390.1000	619.174	Office Supplies		25,000
224.80.2390.1000	619.170	Office Equipment under \$5,000		22,600
224.80.2390.1000	619.222	Contractors		280,000
224.80.2390.1000	650.302	Fixed Assets		15,000
<b>Total</b>			\$ 731,746	\$ 731,746

**Transfers of Existing Appropriations:**

Org Key:	Object No:	Description	From	To
			\$	\$
<b>Total</b>			\$	\$

Comments: COVID 19 - LOCAL ASSISTANCE SUPPLEMENTAL FUNDING ROUND 4 FY2021-2022  
CDPH IMMUNIZATION BRANCH  
Fixed Asset Vaccine Refrigerator \$5,000 Digital Vaccine monitoring System \$10,000  
Additional positions 2 PHN I-III, 2 Health Assistant

Submitted: [Signature] Department Head/Authorized Signature Date: 9/3/21  
 Verification of Sufficient Funds: [Signature] Auditor-Controller Date: 9/3/2021  
 Approval: [Signature] Administrative Officer Date: 9/7/2021  
 Approval by Board of Supervisors Date: 9/28/2021  
 Attested: [Signature] Clerk of the Board  
 Clerk of the Board: [Signature] for Jennifer Franchette, Clerk of the Board  
 Vote: 4 Yes 0 No

**AUDITOR USE ONLY**

Budget Adjustment No: \_\_\_\_\_

Date Batch Input Completed: \_\_\_\_\_

Grant Agreement #: \_\_\_\_\_

**California Department of Public Health  
Immunization Branch Local Assistance Grant Funds**

**Budget**

	Budget (*Year 1) 07/01/2017 to 06/30/2018	Budget (**Year 2) 07/01/2018 to 06/30/2019	Budget (**Year 3) 07/01/2019 to 06/30/2020	Budget (**Year 4) 07/01/2020 to 06/30/2021	Budget (**Year 5) 07/01/2021 to 06/30/2022
I. County of _____	\$ 36,250.00	\$ 36,250.00	\$ 34,075.00	\$ 73,771.00	\$ 1,485,184.00
II. (Subgrantee, if any) _____	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 36,250.00</b>	<b>\$ 36,250.00</b>	<b>\$ 34,075.00</b>	<b>\$ 73,771.00</b>	<b>\$ 1,485,184.00</b>

*\*Year 1 Budget, FY 2017-18 is 100% Prevention and Public Health Funds (PPHF) Funded*

*\*\*Program will provide funding source as it becomes available for the subsequent fiscal years.*

<b>Total Funding for 5-Year Term:</b>	<b>\$ 1,665,530.00</b>
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**California Department of Public Health  
Immunization Branch Local Assistance Main Grant Funds**

**Budget Detail  
Year 5  
(07/01/2021 - 06/30/2022)**

<b>I. Personnel</b>	<b>% of time or hours on project</b>	<b>Monthly salary range or hourly rate</b>
PHN I - III	70%	\$ 37.45
PHN I - III	70%	\$ 37.45
Health Assistant	100%	\$ 19.27
Health Assistant	100%	\$ 19.27
Office Assistant	50%	\$ 17.49

**Total Personnel Expenses**

**II. Fringe Benefits 50 % of Personnel**

**III. Operating Expenses or General Expenses**

- Office/Clinic Supplies
- Printing
- Health Education
- Contractor LVN
- Contractor Pharmacist

**IV. Equipment Expenses**

- Workstations (7 unit)
- Printer
- Refrigerator
- Digital vaccine monitoring system

**V. Travel Expenses**

- In-State Travel
- Out-of-State Travel

(The Grantee shall be reimbursed for the actual claimed and invoiced)

**VI. Subgrantee Expenses (if any)**

\_\_\_\_\_ (Name of Subgrantee)

**VII. Indirect Costs (Approved \_\_\_% of total Personnel Costs or total Direct Costs)**

- Approved 25% of total Personnel Costs
- Approved \_\_\_% of total Direct Costs

**VIII. Total Expenses**

California Department of Public Health  
Immunization Branch Local Assistance Main Grant Funds

Budget Detail  
Year 5  
(07/01/2021 - 06/30/2022)

	<b>Total</b>
\$	54,530.55
\$	54,530.55
\$	40,089.50
\$	40,089.50
\$	36,370.26
\$	225,610.36
\$	112,805.18
\$	271,726.57
\$	9,726.57
\$	1,000.00
\$	1,000.00
\$	130,000.00
\$	130,000.00
\$	37,000.00
\$	21,000.00
\$	1,500.00
\$	4,500.00
\$	10,000.00
\$	-
\$	-
\$	-
\$	-
\$	84,603.89
\$	84,603.89
\$	<b>731,746.00</b>