

CONSENT AGENDA
DISTRICT NO. 29

**CITY OF SAN ANTONIO
SAN ANTONIO METROPOLITAN HEALTH DISTRICT
CITY COUNCIL AGENDA MEMORANDUM**

TO: Mayor and City Council

FROM: Fernando A. Guerra, MD, MPH, Director of Health

SUBJECT: ORDINANCE ACCEPTING FUNDS FROM THE TEXAS DEPARTMENT OF STATE HEALTH SERVICES FOR THE TITLE X FAMILY PLANNING PROGRAM

DATE: March 31, 2005

SUMMARY AND RECOMMENDATIONS

This ordinance authorizes the Interim City Manager to accept and execute a contract change for an additional \$31,000.00 from the Texas Department of State Health Services (TDSHS) to augment funding for the Title X Family Planning Program 2004/2005 in the San Antonio Metropolitan Health District (SAMHD) for the period September 1, 2004 through August 31, 2005. This ordinance will also adopt the program budget and authorize payments for contractual services.

Staff recommends approval.

BACKGROUND INFORMATION

The Interim City Manager was authorized to execute the Public Health State Support Project 2004/2005 contract with TDSHS through an ordinance passed and approved on December 4, 2003 providing annual assistance to the City in support of the core public health activities provided by the SAMHD. TDSHS has now offered Contract Change Notice No. 22, Attachment 14A to this contract, for an additional \$31,000.00 to augment funding for the Title X Family Planning Program 2004/2005 in the SAMHD for the period September 1, 2004 through August 31, 2005 (See Attachment II).

Title X Federal funding is offered to build the infrastructure needed to strongly encourage teens to involve their parent(s) in early adolescent health care. Nine SAMHD clinics, in collaboration with Project WORTH (a multi-departmental teen pregnancy prevention initiative **Working On Real Teen Health**), will furnish Family Planning Services to meet the needs of adolescents by providing a welcoming atmosphere and positive responses to adolescent inquiries in person or by telephone. Solicited feedback will be reviewed by clinic and program staff annually. Each clinic will have a target of serving twice the number of adolescent clients as served in FY 2004.

Adolescent services will include the ability to speak to a registered nurse regarding a clinical problem or question. Appointment schedules will be available for counseling and clinical services, and will be flexible enough to accommodate access for adolescents requesting the services. Some appointments will be available after school hours. Counseling programs will encourage adolescents to communicate with their parent(s), family member or other trusted adult regarding their sexual health situations and to

participate in Project WORTH events and activities. In collaboration with Project WORTH, the program will focus on principals of abstinence for adolescents.

Acceptance of this contract change brings the total support for the Public Health State Support Project 2004/2005 Federal and State component to \$4,708,024.00.

POLICY ANALYSIS

Acceptance of this grant from TDSHS will continue the long-standing practice of utilizing Federal and State aid to support the local public health programs of the City.

FISCAL IMPACT

This contract change provides additional funds totaling \$31,000.00 to augment support for the Title X Family Planning Program 2004/2005 in the SAMHD for the period September 1, 2004 through August 31, 2005. Acceptance of this grant will place no demand on the City General Fund.

COORDINATION

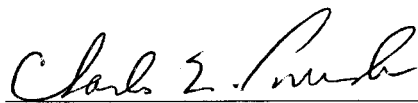
The City Attorney's Office and the Human Resources Department, Risk Management Division, have reviewed and approved the contract with TDSHS.

SUPPLEMENTARY COMMENTS

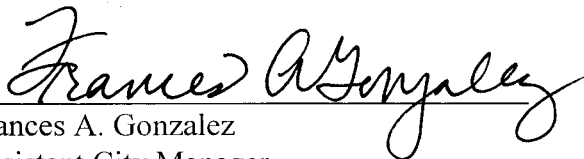
Provisions of the Ethics Ordinance do not apply.

Attachments:

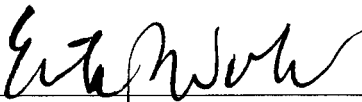
- Attachment I: Title X Family Planning Project 2004/2005 Budget and Personnel Complement
- Attachment II: TDSHS 7460020708 2005 Contract Change Notice No. 22, Attachment No. 14A



Fernando A. Guerra, MD, MPH
Director of Health



Frances A. Gonzalez
Assistant City Manager



J. Rolando Bono
Interim City Manager

AN ORDINANCE

AUTHORIZING THE ACCEPTANCE OF AN ADDITIONAL \$31,000.00 FROM THE TEXAS DEPARTMENT OF STATE HEALTH SERVICES (TDSHS) TO AUGMENT FUNDING FOR THE TITLE X FAMILY PLANNING PROGRAM 2004/2005 IN THE SAN ANTONIO METROPOLITAN HEALTH DISTRICT FOR THE PERIOD SEPTEMBER 1, 2004 THROUGH AUGUST 31, 2005; APPROVING THE EXECUTION OF A CHANGE TO THE CONTRACT WITH TDSHS; ADOPTING THE PROGRAM BUDGET; AND AUTHORIZING PAYMENTS FOR CONTRACTUAL SERVICES.

* * * * *

WHEREAS, the Texas Department of State Health Services (TDSHS), formerly the Texas Department of Health (TDH), provides annual financial assistance to the San Antonio Metropolitan Health District (SAMHD) to supplement the delivery of comprehensive public health services to protect the health of all residents within the jurisdiction of the SAMHD; and

WHEREAS, these services include a variety of activities including family planning services for Title X eligible individuals; and

WHEREAS, Ordinance No. 98536, passed and approved on December 4, 2003, authorized the execution of Contract 7460020708 2005 between the City of San Antonio and TDSHS, covering operation of the Public Health State Support Project 2004/2005 of the SAMHD; and

WHEREAS, Ordinance No. 99954, passed and approved November 4, 2004, authorized the acceptance of \$50,000.00 to renew funding for the Title X Family Planning Program 2004/2005 in the SAMHD through Contract Change Notice No. 17, Attachment 14, to the above contract for the period September 1, 2004 through August 31, 2005; and

WHEREAS, TDSHS has now offered an additional \$31,000.00 to augment support for the Title X Family Planning Program 2004/2005 through Contract Change Notice No. 22, Attachment 14A, to the above contract for the period September 1, 2004 through August 31, 2005; and

WHEREAS, the balance of the funds required for this program will come from Title X patient co-payments; and

WHEREAS, it is now necessary to authorize the acceptance of the additional support from TDSHS, approve the execution of the contract change notice, adopt the program budget, and authorize payments for contractual services; **NOW THEREFORE:**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:

SECTION 1. The Interim City Manager, or his designee, is authorized to accept an additional \$31,000.00 from TDSHS to augment support the Title X Family Planning Program 2004/2005 in

the SAMHD for the period September 1, 2004 through August 31, 2005. The Interim City Manager, or his designee, is authorized to execute Contract Change Notice No. 22, Attachment 14A to Grant Contract 7460020708 2005 with TDSHS. A copy of Contract Change Notice No. 22 is set out in Attachment II and incorporated herein for all purposes.

SECTION 2. SAP Fund 26016000, Funds Center 3606330000, Cost Center 3606330001, Internal Order 136000000246, is hereby designated for use in accounting for the fiscal transactions of this project.

SECTION 3. The additional sum of \$31,000.00 for this project is hereby appropriated in the above-designated SAP Fund and the project budget is amended as set out in Attachment I.

SECTION 4. Co-payments obtained from patients receiving services through the Title X Family Planning Program 2004/2005 will be deposited into Fund 26016000, Funds Center 3606330000, Cost Center 3606330001, Internal Order 136000000246, SAP GL Account No. 4501170.

SECTION 5. Payments in an additional aggregate amount of \$12,369.00 are hereby authorized to be paid from Fund 26016000, Funds Center 3606330000, Cost Center 3606330001, Internal Order 136000000246, SAP GL Account No. 5201040, Fees to Professional Contractors, on a fee for service basis to various contract professional licensed physicians and registered nurses to cover the services of those medical professionals who see patients in the SAMHD family planning clinics, and for laboratory services in connection with the project, and television spots promoting abstinence and Project WORTH teen pregnancy prevention events.

SECTION 6. The Director of Finance may, subject to concurrence by the Interim City Manager or the Interim City Manager's designee, correct allocation to specific fund numbers, account numbers, and internal order numbers as necessary to carry out the purpose of this ordinance.

SECTION 7. Should the grant awarded be in an amount other than that budgeted for, or should the grant contain terms and conditions different than those currently existing, acceptance of the grant, budget and corresponding personnel complement will be subject to subsequent City Council ordinance.

SECTION 8. This ordinance shall be effective on and after the tenth day after passage hereof.

PASSED AND APPROVED this _____ day of March, 2005.

M A Y O R

ATTEST:

City Clerk

APPROVED AS TO FORM: _____
City Attorney

ATTACHMENT I
Title X Family Planning Project 2004/2005
Functional Area 3600500000070004
Fund 26016000
Funds Center 3606330000
TDSHS Contract No. 7460020708 2005

| INDEX | ESTIMATED REVENUES | SAP GL | PREVIOUS BUDGET | ADD (DEDUCT) | REVISED BUDGET |
|-------|--------------------------|---------|--------------------|-----------------|-------------------|
| | TDSHS Attachment #14A | 4501100 | 50,000 | 31,000 | 81,000 |
| | Title X Patient Co-Pay | 4501170 | 100 | 0 | 100 |
| | Total Estimated Revenues | | \$ 50,100 | 31,000 | 81,100 |

APPROPRIATIONS

Title X Family Planning Program 2004/2005

Activity 36-06-33 09/01/2004 through 08/31/2005

Cost Center 3606330001

Internal Order 136000000246

| | | | | |
|--|---------|-----------|--------|--------|
| Regular Salaries & Wages | 5101010 | 23,442 | 0 | 23,442 |
| Language Skill Pay | 5101050 | 0 | 0 | 0 |
| Retirement Benefits - Soc. Sec. | 5103005 | 1,465 | 0 | 1,465 |
| Retirement Benefits - TMRS | 5105010 | 2,668 | 0 | 2,668 |
| Flexible Benefits Contribution | 5405040 | 2,150 | 0 | 2,150 |
| Life Insurance | 5103010 | 515 | 0 | 515 |
| Workers' Disability Compensation | 5405020 | 0 | 0 | 0 |
| Personal Leave Buy Back Pay | 5103035 | 0 | 0 | 0 |
| Communications: Telephones | 5403010 | 0 | 0 | 0 |
| Pagers | 5403030 | 0 | 0 | 0 |
| Mail and Parcel Post Service | 5205010 | 0 | 0 | 0 |
| Travel-Official | 5207010 | 450 | 5,475 | 5,925 |
| Education | 5103065 | 0 | 0 | 0 |
| Car Expense Allowance | 5103055 | 0 | 0 | 0 |
| Linen & Laundry Service | 5204010 | 0 | 0 | 0 |
| Maint & Rep - Mach & Equip | 5204080 | 0 | 0 | 0 |
| Fees to Professional Contractors | 5201040 | 1,890 | 12,369 | 14,259 |
| Temporary Services | 5202010 | 0 | 0 | 0 |
| Automatic Data Processing Services | 5403520 | 0 | 0 | 0 |
| Membership Dues and Licenses | 5203050 | 0 | 0 | 0 |
| Binding, Printing & Reproduction | 5203060 | 0 | 1,880 | 1,880 |
| Subscriptions to Publications | 5203070 | 0 | 0 | 0 |
| Office Supplies | 5302010 | 0 | 487 | 487 |
| Chemicals, Medical & Drugs | 5304040 | 17,020 | 2,387 | 19,407 |
| Tools, Apparatus & Accessories | 5304050 | 0 | 0 | 0 |
| Computer Software | 5304075 | 0 | 1,422 | 1,422 |
| Liability, Hazard & Fidelity Insurance | 5405030 | 500 | 0 | 500 |
| Computer Equipment | 5501000 | 0 | 4,222 | 4,222 |
| Machine & Equipment - Other | 5501055 | 0 | 2,758 | 2,758 |
| Furniture and Fixtures | 5501065 | 0 | 0 | 0 |
| Total Appropriations | | \$ 50,100 | 31,000 | 81,100 |

PERSONNEL COMPLIMENT

| Class No. | Title | PREVIOUS POSITIONS | ADD (DEDUCT) | CURRENT POSITIONS |
|-----------------------------|--|-----------------------|-----------------|----------------------|
| Activity 36-06-33 | | | | |
| Cost Center 3606330001 | | | | |
| Internal Order 136000000246 | | | | |
| 0247 | Public Health Nurse Supervisor (.50 FTE) | 1 | 0 | 1 |
| Total Personnel: | | 1 | 0 | 1 |



ATTACHMENT II

**DEPARTMENT OF STATE HEALTH SERVICES
1100 WEST 49TH STREET
AUSTIN, TEXAS 78756-3199**

STATE OF TEXAS

DSHS Document No. 7460020708 2005

COUNTY OF TRAVIS

Contract Change Notice No. 22

The Department of State Health Services, hereinafter referred to as RECEIVING AGENCY, did heretofore enter into a contract in writing with SAN ANTONIO METROPOLITAN HEALTH DISTRICT hereinafter referred to as PERFORMING AGENCY. The parties thereto now desire to amend such contract attachment(s) as follows:

SUMMARY OF TRANSACTION:

ATT NO. 14A : CHS - TITLE X

All terms and conditions not hereby amended remain in full force and effect.

EXECUTED IN DUPLICATE ORIGINALS ON THE DATES SHOWN.

Authorized Contracting Entity (type above if different from PERFORMING AGENCY) for and in behalf of:

PERFORMING AGENCY:

SAN ANTONIO METROPOLITAN HEALTH DISTRICT

By: _____
(Signature of person authorized to sign)

(Name and Title)

Date: _____

RECOMMENDED:

By: _____
(PERFORMING AGENCY Director, if different from person authorized to sign contract)

RECEIVING AGENCY :

DEPARTMENT OF STATE HEALTH SERVICES

By: _____
(Signature of person authorized to sign)

Bob Burnette, Director
Procurement and Contracting Services Division

(Name and Title)

Date: _____

SC PCSD - Rev. 6/04

DETAILS OF ATTACHMENTS

| Att/ Amd No. | DSHS Program ID/ DSHS Purchase Order Number | Term | | Financial Assistance | | Direct Assistance | Total Amount (DSHS Share) |
|---|---|----------|----------|----------------------|--------------|----------------------|------------------------------|
| | | Begin | End | Source of Funds* | Amount | | |
| 01 | TB/PC 0000001629 | 01/01/04 | 12/31/04 | 93.116 | 356,700.00 | 0.00 | 356,700.00 |
| 02 | HIV/PREV 0000001706 | 01/01/04 | 12/31/04 | 93.940 | 232,350.00 | 0.00 | 232,350.00 |
| 03A | STD/HIV 0000001818 | 01/01/04 | 12/31/04 | 93.977 | 258,617.00 | 0.00 | 258,617.00 |
| 04C | IMM/LOCALS 0000001769 | 01/01/04 | 08/31/05 | State | 716,353.00 | 0.00 | 716,353.00 |
| 05A | HIV/SURV 0000002157 | 04/01/04 | 12/31/04 | 93.944 | 86,303.00 | 0.00 | 86,303.00 |
| 06 | EPI/LEAD 0000002255 | 07/01/04 | 06/30/05 | 93.262 | 45,000.00 | 0.00 | 45,000.00 |
| 07 | DIAB/CDSP 0000002262 | 07/01/04 | 03/29/05 | 93.988 | 90,000.00 | 0.00 | 90,000.00 |
| 08 | TB/PC C038632000 | 09/01/04 | 08/31/05 | State | 199,444.00 | 0.00 | 199,444.00 |
| 09A | STD/HIV C038634000 | 09/01/04 | 12/31/04 | State | 25,682.00 | 0.00 | 25,682.00 |
| 10 | ACFH/POP C038881000 | 09/01/04 | 08/31/05 | 93.994 | 66,000.00 | 0.00 | 66,000.00 |
| 11 | OPHP/LPHS C039361000 | 09/01/04 | 08/31/05 | State 93.991 | 305,776.00 | 0.00 | 305,776.00 |
| 12 | BNS/WIC-CARD C039468000 | 10/01/04 | 09/30/05 | 10.557 | 0.00 | 0.00 | 0.00 |
| 13A | CPS/BIOTERR 0000300716 | 09/01/04 | 08/31/05 | 93.283 | 2,101,304.00 | 0.00 | 2,101,304.00 |
| 14A | CHS/TITLE X 0000300863 | 09/01/04 | 08/31/05 | 93.217 | 81,000.00 | 0.00 | 81,000.00 |
| 15 | REFUGEE 0000301008 | 10/01/04 | 09/30/05 | 93.566 93.576 | 143,495.00 | 0.00 | 143,495.00 |
| DSHS Document No.7460020708 2005 Change No. 22 | | | | | Totals | \$ 0.00 | \$4,708,024.00 |
| | | | | | | \$ 0.00 | \$4,708,024.00 |

*Federal funds are indicated by a number from the Catalog of Federal Domestic Assistance (CFDA), if applicable. REFER TO BUDGET SECTION OF ANY ZERO AMOUNT ATTACHMENT FOR DETAILS.

DEPARTMENT OF STATE HEALTH SERVICES

RECEIVING AGENCY PROGRAM: COMMUNITY HEALTH SERVICES SECTION

PERFORMING AGENCY: SAN ANTONIO METROPOLITAN HEALTH DISTRICT

CONTRACT TERM: 09/01/04 THRU: 08/31/05 BUDGET PERIOD: 09/01/04 THRU 08/31/05

DSHS DOC. NO. 7460020708 200514A CHG. 22

REVISED CONTRACT BUDGET

| FINANCIAL ASSISTANCE | | | |
|---|--------------------------------|-------------------------|------------------------------|
| OBJECT CLASS CATEGORIES | CURRENT APPROVED BUDGET (A) | CHANGE REQUESTED (B) | NEW OR REVISED BUDGET (C) |
| Personnel | \$602,492.00 | \$0.00 | \$602,492.00 |
| Fringe Benefits | 174,728.00 | 0.00 | 174,728.00 |
| Travel | 1,305.00 | 5,475.00 | 6,780.00 |
| Equipment* | 3,514.00 | 11,636.00 | 15,150.00 |
| Supplies | 145,509.00 | (760.00) | 144,749.00 |
| Contractual | 61,668.00 | 12,369.00 | 74,037.00 |
| Other | 26,239.00 | 2,280.00 | 28,519.00 |
| | | | |
| Total Direct Charges | \$1,015,455.00 | \$31,000.00 | \$1,046,455.00 |
| Indirect Charges | 0.00 | 0.00 | 0.00 |
| TOTAL | \$1,015,455.00 | \$31,000.00 | \$1,046,455.00 |
| PERFORMING AGENCY SHARE: | | | |
| Program Income | 446,475.00 | 0.00 | 446,475.00 |
| Other Match | 518,980.00 | 0.00 | 518,980.00 |
| | | | |
| RECEIVING AGENCY SHARE | \$50,000.00 | \$31,000.00 | \$81,000.00 |
| PERFORMING AGENCY SHARE | \$965,455.00 | \$0.00 | \$965,455.00 |
| Detail on Indirect Cost | | | |
| Rate Type: | | | |
| Rate | 0.00 | Base | \$0.00 |
| | | Total | \$0.00 |
| Budget Justification: Increase due to additional Title X funds were made available for FY05. Increasing number of clients served. | | | |
| Revised Number to be Served/Units of Service: 1,152 | | | |

Form No. GC-9 ECPS - Rev. 10/04

Financial status reports are due the 30th of December, 30th of March, 30th of June, and the 30th of November.

* Equipment list attached.

DOCUMENT NO. 7460020708-2005
ATTACHMENT NO. 14A
PURCHASE ORDER NO. 0000300863

PERFORMING AGENCY: SAN ANTONIO METROPOLITAN HEALTH DISTRICT

RECEIVING AGENCY PROGRAM: COMMUNITY HEALTH SERVICES SECTION

TERM: September 01, 2004 THRU: August 31, 2005

It is mutually agreed by and between the contracting parties to amend the conditions of Document No. 7460020708 2005 -14 as written below. All other conditions not hereby amended are to remain in full force and effect.

SECTION I SCOPE OF WORK, page 2, PERFORMANCE MEASURES, paragraph two, is replaced with the following:

PERFORMING AGENCY shall provide family planning medical services to 1,152 unduplicated clients who live or receive services in the following county(ies)/area: Bexar. The services shall be provided to the clients in the following population categories and in the following numbers:

| <u>Category</u> | <u>Number of Clients</u> |
|-------------------------------|--------------------------|
| Women 19 and Under | 479 |
| Women 20 to 34 | 644 |
| Women 35 and Over | 0 |
| Males | 29 |
| Total Family Planning Clients | 1,152 |

Performance measure data shall be reported in the annual Progress Report (Objectives) no later than 60 days after the end of the Attachment term.

PERFORMING AGENCY: SAN ANTONIO METROPOLITAN HEALTH DISTRICT

RECEIVING AGENCY PROGRAM: COMMUNITY HEALTH SERVICES SECTION

DSHS DOC. NO: 7460020708 2005

ATTACHMENT NO: 14 A

Change No. 22

| REVISED EQUIPMENT LIST | | | | |
|------------------------|--|-----------------|--------------|--------------|
| ITEM | DESCRIPTION | NO. OF UNITS | UNIT COST | EXTENSION |
| 001 | 162-ASC-Z binocular Microscope: ASC 4, 10 & 40X OBJS with 14302 Carrying Case, soft-sided, 13x11x17 | 1 | 1,620.00 | \$ 1,620.00 |
| 002 | Dell Optiplex GX270, GX270T-2.8G-17F Dell, PC P4 2.8GHz, 512MD, 80GB, 17" LCD; MS Latest EA Backoffice, WIN2K Pro, Off 2000 Pro. | 1 | 1,894.00 | \$ 1,894.00 |
| 003* | Title XIX Medical equipment - Scale & light | 1 | 1,617.00 | \$ 1,617.00 |
| 004* | Title XIX Medical equipment - exam table, scale, mayo stand. | 1 | 1,617.00 | \$ 1,617.00 |
| 005* | Title X Medical equipment - exam table. Dimensions (top):27"Wx54"L (68.6 x 137 cm); Length w/ foot extension: 72" (182.9 cm), Ht.: 32.5"(82.6 cm); Paper roll holder (hidden): 21" (53.3 cm), soft-touch top; treatment pan. Drawe heater (60 watt); 115 VAC, 60 Hz, 6 AMPS (115 VAC, 60 Hz, 6.5 AMPS, w/ heater). | 2 | 864.00 | \$ 1,728.00 |
| 006* | Title X Projector - INFOCUS LP-240, Portable Projector. | 1 | 1,030.00 | \$ 1,030.00 |
| 007* | Title X Computer Dell Optiplex GX270 GX270T - 2.8G-17F Dell, PC P4 2.8GHZ 512MD 80GB 17" LCD. Vendor: Commonwealth Computer, MS Latest EA, Backoffice, WIN2K PRO, OFF 2000 PRO | 1 | 1,894.00 | \$ 1,894.00 |
| 008* | Title X Computer Dell Latitude D800 Dell LT PM 1.7GHZ 512 MB 60GB 15.4". Vendor: Commonwealth Computer, Accessories for Laptop, MS Latest EA, Backoffice, WIN2K PRO, OFF 2000 PRO, MS Publisher, Anti-Virus. | 1 | 3,750.00 | \$ 3,750.00 |
| TOTALS | | | | \$ 15,150.00 |

Items may be brand name, if specified, or equivalent.

This transaction approves the changes to the equipment list marked with an asterisk (*).