

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

CONSENT AGENDA
ITEM NO. 39

TO: Mayor and City Council

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

SUBJECT: ORDINANCE ACCEPTING A COOPERATIVE AGREEMENT AWARD FROM THE U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE STEPS TO A HEALTHIER SAN ANTONIO PROGRAM

DATE: November 3, 2005

SUMMARY AND RECOMMENDATIONS

This ordinance authorizes the City Manager to accept a Cooperative Agreement award of \$1,508,800.00 from the U.S. Department of Health and Human Services (DHHS) to continue the Steps to A Healthier San Antonio program (Steps-SA) in the San Antonio Metropolitan Health District (SAMHD) for the period September 22, 2005 through September 21, 2006. In addition, the ordinance adopts the program budget, approves a personnel complement, and authorizes payments for contractual services.

Staff recommends approval.

BACKGROUND INFORMATION

The U.S. Department of Health and Human Services issued funding opportunity number 04234 in May 2004 entitled "Steps to a Healthier US: A Community-Focused Initiative to Reduce the Burden of Asthma, Diabetes, and Obesity." SAMHD quickly assembled a group of interested community based partners to collaborate on a plan to combat the risk factors of tobacco use, poor nutrition and insufficient physical activity. In concert with these partners, SAMHD submitted a funding proposal to the U.S. Department of Health and Human Services to establish a new project entitled Steps to A Healthier San Antonio.

Accordingly, in September 2004, SAMHD was notified that the proposal submitted for consideration was chosen to be one of the awardees of the Steps to A Healthier US initiative from more than sixty other urban locations from around the United States.

Through this second year of funding, STEPS-SA will continue its efforts to reduce the burden of diabetes, obesity, and asthma. Chronic diseases and risk factors such as these impact the health of communities across the nation including San Antonio. Given our population demographics these issues have far reaching effects upon the economic and physical health of our community. Steps-SA, a community partnership led by the SAMHD, employs evidence-based intervention strategies to improve nutrition, increase physical activity, and prevent tobacco use and exposure.

Program activity for year two of this five year Cooperative Agreement will increase focus on the continuation of a strategic community health improvement plan for the STEPS-SA target area within the geographic boundaries of San Antonio Independent School District (SAISD) in addition to specific interventions directed toward diabetes, asthma and obesity.

Last year's grant supported seven (7) new positions. This year the grant will support five (5) positions, eliminating two positions that were never filled.

POLICY ANALYSIS

Passage of this ordinance will continue the long-standing practice of utilizing grants to support local public health programs of the City.

FISCAL IMPACT

This Cooperative Agreement award provides \$1,508,800.00 to operate the Steps to A Healthier San Antonio initiative for a second year. Professional service subcontracts utilizing approximately 70% of these funds are currently being developed with most of the Steps-SA community partners and will be brought before City Council for approval and execution at a later date.

This Cooperative Agreement requires a 25% non-federal in-kind or cash match. Community partners that will be funded through this grant will furnish a portion of the required support. SAMHD will also provide matching funds chiefly through the dedication of two current staff positions (Public Health Nursing Supervisor and Special Projects Coordinator) to this effort.

The SAMHD has coordinated with the Office of Management and Budget.

COORDINATION

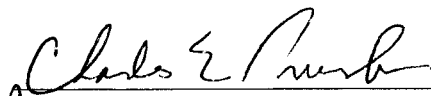
The City Attorney's Office and the Human Resources Department, Risk Management Division, have reviewed the agreement with the DHHS. The SAMHD has coordinated with the Finance Department for accurate accounting of the grant.

SUPPLEMENTARY COMMENTS

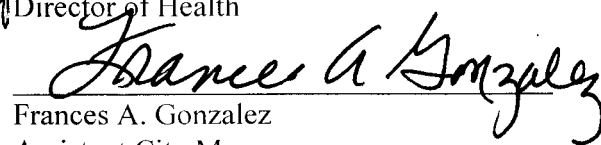
Provisions of the Ethics Ordinance do not apply.

Attachment I: Steps To A Healthier US Budget and Personnel Complement

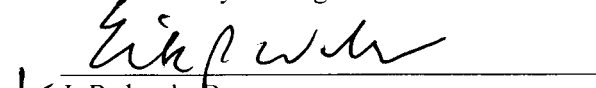
Attachment II: Notice of Award: DHHS Cooperative Agreement Number U58/CCU624469-02



Fernando A. Guerra, MD, MPH
Director of Health



Frances A. Gonzalez
Assistant City Manager



+ J. Rolando Bono
City Manager

Attachment I
Steps To A Healthier US
Fund 26022000
Funds Center 3606620000
DHHS Cooperative Agreement Number U58/CCU624469-02
Budget for Period : 09/22/2005 to 09/21/2006

ESTIMATED REVENUES	GL	CURRENT BUDGET
STEPS to a Healthier US	4501100	1,508,800
Total Estimated Revenues		\$ 1,508,800

APPROPRIATIONS

Steps to a Healthier US Grant Project

Activity: 36-06-62

Cost Center: 3606620002

Internal Order: 136000000285

Regular Salaries & Wages	5101010	200,537
Retirement Benefits -Soc Sec	5103005	15,341
Life Insurance	5103010	457
Personal Leave Buy Back	5103035	918
Retirement Benefits -TMRS	5105010	22,919
Fees to Professional Contractors	5201040	1,074,464
Binding, Printing & Reproduction	5203060	10,000
Transportation Fees	5203090	3,564
Mail & Parcel Post Service	5205010	500
Rental of Office Equipment	5205020	900
Rental of Facilities	5206010	14,986
Travel - Official	5207010	41,082
Office Supplies	5302010	3,240
Other Commodities	5304080	61,158
Phone and Fax Services	5403010	2,160
Automatic Data Processing Services	5403520	2,520
Group Health Insurance	5405040	27,126
Indirect Cost	5406530	17,748
Computer Equipment	5501000	6,731
Furniture and Fixtures	5501065	2,449
Total		\$ 1,508,800

PERSONNEL COMPLEMENT

Activity: 36-06-62

Cost Center: 3606620002

Internal Order: 136000000285

	PREVIOUS POSITIONS	ADD (DEDUCT)	REVISED POSITIONS
0206 Health Program Manager	1	0	1
0999 Sr. Management Analyst	1	0	1
0040 Administrative Assistant I	1	0	1
0247 Public Health Nursing Supervisor	1	(1)	0
0870 Special Projects Coordinator	1	0	1
0870 Special Projects Coordinator (.50 FTE)	0	1	1
0156 Contract Services Manager (.25 FTE)	1	(1)	0
0243 PH Nurse Practitioner / Nurse Consultant (.20 FTE)	1	(1)	0
	<u>7</u>	<u>(2)</u>	<u>5</u>



DEPARTMENT OF HEALTH & HUMAN SERVICES

ATTACHMENT II

Public Health Service

Centers for Disease Control
and Prevention (CDC)
Atlanta GA 30333

SEP 12 2005

Fernando A. Guerra, MD, MPH
Director of Health
San Antonio Metropolitan Health District
332 West Commerce St.
Suite 307
San Antonio, Texas 78205-2489

Reference: Cooperative Agreement Number: U58/CCU624469-2

Dear Dr. Guerra:

Enclosed is the Year 2 award under Program Announcement 04234 "Steps to a HealthierUS: A Community-Focused Initiative to Reduce the Burden of Asthma, Diabetes, and Obesity". The Project Officer listed on the enclosed Contact List is responsible for the review and programmatic monitoring of your project. The Grants Management Specialist, also listed, is assigned the business management responsibilities for your award.

All reports and correspondence directed to this office should include the original and two copies and reference the **Cooperative Agreement Number** given above. Please address incoming correspondence to:

Nealean K. Austin, Grants Management Officer
Procurement and Grants Office
Acquisition and Assistance Branch III, Team II
Attention: Patricia French
2920 Brandywine Road, Room 3000, MS/E-09
Atlanta, GA 30341

Should you have any questions concerning this cooperative agreement, please contact the appropriate individual on the Contact List.

Sincerely,

Nealean K. Austin
Grants Management Officer
Acquisition and Assistance Branch III, Team II
Procurement & Grants Office

Enclosures

cc: Grantee Business Office
Elijah West