Health Services
LOS ANGELES COUNTY

Los Angeles County
Board of Supervisors

Gloria Molina
First District

Mark Ridley-Thomas
Second District

Zev Yaroslavsky
Third District

Don Knabe
Fourth District

Michael D. Antonovich
Fifth District

Mitchell H. Katz, M.D.
Director

John F. Schunhoff, Ph.D.
Chief Deputy Director

313 N. Figueroa Street, Suite 912
Los Angeles, CA 90012

Tel: (213) 240-8101
Fax: (213) 481-0503

www.dhs.lacounty.gov

To ensure access to high-quality, patient-centered, cost-effective health care to Los Angeles County residents through direct services at DHS facilities and through collaboration with community and university partners.

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April 4, 2011

TO: Supervisor Michael D. Antonovich, Mayor
Supervisor Gloria Molina
Supervisor Mark Ridley-Thomas
Supervisor Zev Yaroslavsky
Supervisor Don Knabe

FROM: for Mitchell H. Katz, M.D.
Director

SUBJECT: **NOTIFICATION OF THE DEPARTMENT OF HEALTH SERVICES' USE OF DELEGATED AUTHORITY TO SIGN 2011 TITLE X FAMILY PLANNING PROGRAM CONTRACT AND EXECUTE TWO FAMILY PLANNING PROGRAM SUBCONTRACTS**

This is to advise your Board that the Department of Health Services (DHS) has exercised its delegated authority, approved on December 7, 2010 (attached), to sign the Calendar Year (CY) 2011 Title X Family Planning Program Contract with the California Family Health Council (CFHC), and execute successor Family Planning Program Subcontract Agreements with JWCH Institute, Inc. (JWCH) and Los Angeles Bio-Medical Research Institute (LA BioMed), for the period January 1, 2011 through December 31, 2011.

On January 20, 2011, the Department received the CY 2011 Title X Family Planning Program Contract from CFHC for signature. Under this Contract, DHS will receive $818,074 in federal Title X funds for the continued provision of family planning services throughout Los Angeles County, and fully funds the subcontract agreements with JWCH ($247,919), and LA BioMed ($233,591).

County Counsel has approved the CY 2011 Title X Family Planning Program Contract with CFHC and the successor Family Planning Program Subcontract Agreements with JWCH and LA BioMed.

If you have any questions or require additional information, please let me know.

MHK:rg

c: Chief Executive Office
County Counsel
Executive Office, Board of Supervisors

Health Services
LOS ANGELES COUNTY

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

#25 DECEMBER 7, 2010

SACHI A. HAMAI
EXECUTIVE OFFICER

Los Angeles County
Board of Supervisors

Gloria Molina
First District

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John F. Schunhoff, Ph.D.
Interim Director

Gail V. Anderson, Jr., M.D.
Interim Chief Medical Officer

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To improve health through leadership, service and education.

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December 07, 2010

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

APPROVAL TO ACCEPT NOTICE OF FUNDING AND APPROVAL OF FAMILY PLANNING PROGRAM SUBCONTRACT AGREEMENTS (ALL SUPERVISORIAL DISTRICTS) (3 VOTES)

SUBJECT

Request approval to accept federal Title X funding and take appropriate actions for the Department of Health Services to continue the provision of family planning program services with partnering projects throughout Los Angeles County for Calendar Years 2011 through 2013, at no net County cost.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and instruct the Interim Director of Health Services (Interim Director), or his designee, to accept federal Title X funds and sign the forthcoming 2011 Title X Family Planning Program Agreement with the California Family Health Council (CFHC), effective January 1, 2011 through December 31, 2011, in the anticipated amount of $818,074, with the possibility of upward adjustments, for the continued provision of family planning services throughout Los Angeles County, subject to review and approval by County Counsel, with notification to your Board and the Chief Executive Office (CEO).

2. Delegate authority to the Interim Director, or his designee, to accept subsequent annual federal Title X awards through December 31, 2013 and sign the related Title X Family Planning Program Agreements with CFHC, subject to review and approval by County Counsel, with notification to your

Board and CEO, on condition that the 2012 and 2013 Agreements are substantially similar to the 2011 Agreement.

3. Delegate authority to the Interim Director or his designee to sign successor Family Planning Program Subcontract Agreements with JWCH Institute, Inc. (JWCH), at an estimated cost of $247,919, and Los Angeles Bio-Medical Research Institute (LA BioMed), at an estimated cost of $233,591, all funded from the 2011 award for continued family planning services for the period January 1, 2011 through December 31, 2011, with provisions for two one-year automatic renewals through December 2013, subject to award of subsequent federal Title X funds for those years, and subject to review and approval by County Counsel with notification to your Board and CEO.

4. Delegate authority to the Interim Director, or his designee, to sign any future Amendments to the 2011 Agreement, and to future 2012 and 2013 Title X Family Planning Program Agreements with CFHC to: increase/decrease the base amount up to 25 percent of the total of each respective year's base award; and make non-material programmatic and/or administrative adjustments, subject to review and approval by County Counsel, with notification to your Board and CEO.

5. Delegate authority to the Interim Director, or his designee, to sign any future Amendments to the Agreements with JWCH and LA BioMed to increase/decrease the County's maximum obligation up to 25 percent of each respective year's funding, reallocate funds should the Department of Health Services (DHS) determine that either Contractor is under-utilizing funds, and make non-material programmatic and/or administrative adjustments, subject to review and approval by County Counsel, with notification to your Board and the CEO.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The Department was notified on August 12, 2010 of a preliminary award of $818,074 for federal Title X funds (Attachment A) for the period January 1, 2011 through December 31, 2011, for the continued provision of family planning program services. Approval of the first and second recommendations will allow the Interim Director, or his designee, to: accept federal Title X fund awards for 2011, as well as for 2012 and 2013, and sign the Title X Family Planning Program Agreement with CFHC for each of those three years.

Approval of the third recommendation will allow the Interim Director, or designee, to sign successor Family Planning Program Subcontract Agreements with JWCH and LA BioMed for 2011 with provisions for two one-year automatic renewals through December 31, 2013 subject to receiving federal Title X funds in those years.

Approval of the fourth and fifth recommendations will provide the flexibility for the Interim Director, or his designee, to sign any future Amendments to the CFHC Agreements as well as to JWCH and LA BioMed Agreements that increase/decrease the amounts of each Agreement up to 25 percent, make non-material programmatic and/or administrative adjustments in order to continue the provision of the family planning services and reallocate funds between the JWCH and LABioMed Agreements if either Contractor is underutilizing funds.

The anticipated Title X funding award from CHFC is $818,074 for 2011. CFHC has indicated that there may be an adjustment upward dependent on responses from other award recipients. Approval of these actions will enable DHS to continue the provision of basic contraceptive services with partnering projects at twelve family planning sites throughout Los Angeles County concurrent with future federal Title X fund awards. Attachment B provides details of the service sites. DHS will obtain County Counselapproval prior to acting on any of the delegated authority set forth in the five recommendations and will provide notification to your Board and the CEO.

Implementation of Strategic Plan Goals

The recommended actions support Goal 4, Health and Mental Health of the County's Strategic Plan.

FISCAL IMPACT/FINANCING

The estimated total program cost for 2011 is $818,074, 100 percent offset by federal Title X Family Planning funds.

Funding is included in the Health Services Administration's Fiscal Year (FY) 2010-11 Final Budget and will be requested in future fiscal years, as needed.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

For a number of years, your Board has authorized the acceptance of federal Title X Family Planning funds, approved Agreements with the CFHC, and approved County-operated sites and County's affiliated subcontractors, JWCH and LA BioMed, for the provision of family planning services.

Between December 12, 2007 and June 15, 2010, your Board delegated authority to the Interim Director or his designee to implement a variety of actions, including: accepting federal Title X funds from CFHC for family planning services; signing Agreements with CFHC; signing Amendments to each Agreement to increase or decrease the base award by no more than 25 percent; signing future Amendments to the Agreements with JWCH and LA BioMed; signing successor Family Planning Program Subcontract Agreements with JWCH and LA BioMed. The delegated authority to take these actions will expire on December 31, 2010.

County Counsel has approved the recommended actions.

Attachment C is the Grant Management Statement for grant awards that exceed $100,000.

CONTRACTING PROCESS

Not applicable.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The acceptance of the federal Title X funds and the execution of the pending Agreement with CFHC, and subcontract Agreements with JWCH and LA BioMed, will provide for the continued delivery of

family planning services throughout Los Angeles County.

Respectfully submitted,

JOHN F. SCHUNHOFF, Ph.D.
Interim Director

JFS:al

Enclosures

c: Chief Executive Office
County Counsel
Executive Office, Board of Supervisors

California Family
Health Council, Inc.

ATTACHMENT A

August 12, 2010

via overnight delivery

Delia Casarez
Los Angeles County Department of Health Services
Office of Ambulartory Care
5555 Ferguson Drive, Ste. 210-01
Commerce, CA 90022

Re: Letter of Award

Dear Ms. Casarez:

The California Family Health Council (CFHC) is pleased to offer 2011 Title X funds. The following is a preliminary award pending the response of all agencies to the award offer. There may be an adjustment upward in the budget total should one or more agencies chose to decline funding as offered. The offered amount of your 2011 calendar year Title X grant is:

$818,074

Please complete and send in the attached form accepting or declining the offered grant award. Please note, in order to be eligible for funding the enclosed form must have an original signature and be received at the CFHC Los Angeles office on or before **Monday, August 30th at 12:00 noon.** Failure to return the form by the deadline will result in denial of funding.

This contract will begin January 1, 2011. Subsequent years funding is dependent on factors such as federal allocations, federal priorities, and the Title X contract compliance of your agency.

On behalf of the Board and staff of CFHC, thank you for your participation in the Title X Family Planning Services competitive application process. We look forward to working with you to serve the family planning needs of the women and men within your communities. Please refer any questions to Maryjane Puffer, Director Clinical and Community Health Programs at (213) 386-5614, ext. 4414 or pufferm@cfhc.org.

Sincerely,

Margie Fites Seigle

Margie Fites Seigle
President/CEO

mfs:sml
enclosure: CY2011 NGA Response Form

3600 Wilshire Blvd.
Suite 600
Los Angeles, CA 90010
ph 213-386-6614
fax 213-368-4410
www.cfhc.org

ATTACHMENT B

LOS ANGELES COUNTY DEPARTMENT OF HEALTH SERVICES
Family Planning Program Services

SERVICE SITES

COUNTY OPERATED	
1. San Fernando CHC/HCs	
Glendale Health Center:	501 North Glendale Avenue Glendale, California 91206
Mid-Valley Comprehensive Health Center:	7515 Van Nuys Boulevard Van Nuys, California 91405
San Fernando Health Center:	1212 Pico Street San Fernando, California 91340
2. High Desert HC	
Antelope Valley Health Center:	335 B East Avenue K-6 Lancaster, California 93535
3. Coastal CHC/HCs	
Bellflower Health Center:	10005 East Flower Avenue Bellflower, California 90706
Long Beach Comprehensive Health Center:	1333 Chestnut Avenue Long Beach, California 90813
Wilmington Health Center:	1325 Broad Avenue Wilmington, California 90744
SUBCONTRACTORS	
1. JWCH	
Edward R. Roybal Comprehensive Health Center:	245 South Fetterly Avenue Los Angeles, California 90022
El Monte Comprehensive Health Center:	10953 Ramona Boulevard El Monte, California 91731
H. Claude Hudson Comprehensive Health Center:	2829 South Grand Avenue Los Angeles, California 90007
Hubert H. Humphrey Comprehensive Health Center:	5850 South Main Street Los Angeles, California 90003
2. Los Angeles Bio-Medical Research Institute	
Women's Health Care Clinic:	1000 West Carson Street, Bldg. N-28 Torrance, California 90509

ATTACHMENT B

LOS ANGELES COUNTY – DEPARTMENT OF HEALTH SERVICES
FAMILY PLANNING PROGRAM TITLE X ALLOCATION SCHEDULE
CALENDAR YEAR JANUARY 1, 2011 THROUGH DECEMBER 31, 2011

TITLE X FAMILY PLANNING PROGRAMS	MAXIMUM OBLIGATION 2011
County Operated	
1. San Fernando CHC/HCs (3 sites)	$114,650
2. High Desert HC (1 site)	63,374
3. Coastal CHC/HCs (3 sites)	60,371
TOTAL	**$238,395**
Subcontractors:	
4. JWCH Institute, Inc. (4 sites)	$247,919
5. Los Angeles Biomedical Research Institute (1 site)	233,591
SUBCONTRACTOR TOTAL	**$481,510**
Program Administration	
6. Family Planning Program Admin	$98,169
PROGRAM ADMINISTRATION TOTAL	**$98,169**
TITLE X ALLOCATION TOTALS	**$818,074**

ATTACHMENT C

Los Angeles County Chief Executive Office
Grant Management Statement for Grants $100,000 or More

Department: Office of Ambulatory Care

Grant Project Title and Description

Family Planning Services – Family planning services provided in twelve DHS Family Planning sites includes basic contraceptive services and special populations with partnering projects

Funding Agency	**Program** (Fed. Grant #/State Bill or Code #)	**Grant Acceptance Deadline**
CHFC	Pending Receipt of Final Award	ASAP

Total Amount of Grant Funding: $818,074	**County Match: N/A**	
Grant Period: Calendar Year 2011	**Begin Date:01/01/11**	**End Date: 12/31/11**
Number of Personnel Hired Under This Grant:	**Full Time: 1**	**Part Time: 0**

Obligations Imposed on the County When the Grant Expires

Will all personnel hired for this program be informed this is a grant-funded program?	Yes_X__	No____
Will all personnel hired for this program be placed on temporary ("N") items?	Yes__	No__X_
Is the County obligated to continue this program after the grant expires?	Yes__	No__X__
If the County is not obligated to continue this program after the grant expires, the Department will:		
a.) Absorb the program cost without reducing other services	Yes_X__	No____
b.) Identify other revenue sources (describe below)	Yes__	No__X__
c.) Eliminate or reduce, as appropriate, positions/program costs funded by the grant.	Yes__	No__X__

Impact of additional personnel on existing space:

None

Other requirements not mentioned above:

None

Department Head Signature _____ Date: 11/27/10