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May 29, 2018

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 EXECUTE AMENDMENTS TO FIVE HIV/AIDS CASE MANAGEMENT, HOME-BASED SERVICES CONTRACTS EFFECTIVE JULY 1, 2018 THROUGH JUNE 30, 2020
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

SUBJECT

Request approval to execute amendments to five HIV/AIDS Case Management, Home-Based services contracts to extend the term effective July 1, 2018 through June 30, 2020.

IT IS RECOMMENDED THAT THE BOARD:

1. Authorize and instruct the Director of the Department of Public Health (DPH), or her designee, to execute contract amendments, substantially similar to Exhibit I, with the service providers identified in Attachment A, for the provision of HIV/AIDS Case Management, Home-Based services (CM/HB) that extend the contract terms effective July 1, 2018 through June 30, 2020, at a total maximum obligation of \$4,938,936; 100 percent offset by Health Resources & Services Administration, Ryan White Program (RWP) Part A funds.
2. Delegate authority to the Director of DPH, or her designee, to execute amendments to the five (5) CM/HB contracts that extend the term through June 30, 2021; allow the rollover of unspent contract funds; and/or provide an increase or decrease in funding up to 10 percent above or below each term's annual base maximum obligation, effective upon amendment execution or at the beginning of the applicable contract term, and make corresponding service adjustments, as necessary, subject to review and approval by County Counsel, and notification to your Board and the Chief Executive Office.



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BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

32 May 29, 2018

CELIA ZAVALA
ACTING EXECUTIVE OFFICER

3. Delegate authority to the Director of DPH, or her designee, to execute change notices to the contracts that authorize modifications to or within budget categories within each budget, and corresponding service adjustments, as necessary; changes to hours of operation and/or service locations; and/or corrections of errors in the contract's terms and conditions.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of Recommendation 1 will allow DPH to extend the term of five (5) CM/HB services contracts, identified in Attachment A, through June 30, 2020, for the continued provision of CM/HB services to eligible high-acuity patients. Extending the term of these contracts will allow for the continuation of an interdisciplinary team approach to case management, whereby each client is assigned both a registered nurse case manager and a social work case manager. The services provided are designed to address the complex HIV/AIDS care needs of patients that are mostly home-bound and are not eligible to receive these services through other funding sources. Services include, but are not limited to: 1) client eligibility assessment; 2) comprehensive assessment of each client's physical, psychological, environmental, financial, and functional status; 3) development, implementation, and monitoring of individual service plans; 4) coordination of the provision of home attendant care and homemaker services; 5) periodic reassessments of each client's status and needs; and 6) provision of other needed services such as durable medical equipment and nutritional supplements.

Approval of Recommendation 2 will allow DPH to execute amendments to the five (5) CM/HB services contracts to extend the term of the contracts; rollover unspent contract funds; and/or increase or decrease funding up to 10 percent above or below the annual base maximum obligation, effective upon amendment execution or at the beginning of the applicable contract term, and make corresponding service adjustments, as necessary. Recommendation 2 will also enable DPH to amend the five (5) CM/HB contracts to allow for the provision of additional units of funded services that are above the service level identified in the contract and/or the inclusion of unreimbursed eligible costs, based on the availability of grant funds and grant funder approval. While the County is under no obligation to pay a contractor beyond what is identified in the executed contract, the County may determine that the contractor has provided evidence of eligible costs for qualifying contracted services and that it is in the County's best interest to increase the maximum contract obligation as a result of receipt of additional grant funds or a determination that funds should be reallocated. This recommendation has no impact on net County cost (NCC).

Approval of Recommendation 3 will allow DPH to execute change notices to the five (5) CM/HB contracts that authorize modifications to or within budget categories within each budget, and corresponding service adjustments, as necessary; changes to hours of operation and/or service locations; and/or corrections of errors in the contract's term and conditions.

Implementation of Strategic Plan Goals

The recommended actions support Strategy I.2, Enhance our Delivery of Comprehensive Interventions, of the County's Strategic Plan.

FISCAL IMPACT/FINANCING

The total program cost for the five (5) amendments is \$4,938,936, consisting of \$2,469,468 annually

for the period July 1, 2018 through June 30, 2020; 100 percent offset by RWP Part A funds.

Funding is included in DPH's fiscal year (FY) 2018-19 Recommended Budget and will be included in future FYs, as necessary.

There is no NCC associated with this action.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

DPH's allocations for these service categories are aligned with the Los Angeles County Commission on HIV allocation directives.

County Counsel has approved Exhibit I as to form. Attachment A provides additional funding information for the amendments.

CONTRACTING PROCESS

Since the original award date, these contracts have undergone multiple amendments, including term extensions, adjustments to funding allocations, and revisions to scopes of work.

On May 19, 2015, your Board approved the execution of five (5) contract amendments for the provision of CM/HB services to extend the term effective July 1, 2015 through June 30, 2017, and delegated authority to DPH to amend the contracts to extend the term through June 30, 2018. Going forward, CM/HB services will be going through a refinement and realignment process as part of a new solicitation for CM/HB services. DPH anticipates beginning this process in 2019.

Under this action, DPH is requesting to extend these contracts for two (2) additional years for the continuation of CM/HB services until the solicitation development and award process has been completed.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will allow DPH to continue to provide uninterrupted delivery of vital HIV/AIDS CM/HB services to Los Angeles County residents.

The Honorable Board of Supervisors

5/29/2018

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Respectfully submitted,

A handwritten signature in black ink that reads "Barbara Ferrer". The signature is written in a cursive, flowing style.

Barbara Ferrer, PhD, MPH, MEd

Director

BF:lc

BL:#04286

Enclosures

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

**COUNTY OF LOS ANGELES - DEPARTMENT OF PUBLIC HEALTH
DIVISION OF HIV AND STD PROGRAMS**

Contractor and Agreement Number	Current Allocation (7/1/17 - 6/30/18) Allocation	Term 1 7/1/18 - 6/30/19	Term 2 7/1/19 - 6/30/20	Total Allocation (Term 1 + Term 2)	Service Planning Area of Services to be Provided	Supervisory District of Areas Served	Performance as of December 31, 2017 (six months measured to determine if agency is on track for meeting year-end goals)
HIV/AIDS CASE MANAGEMENT, HOME-BASED SERVICES FUNDING SOURCE: HEALTH RESOURCES & SERVICES ADMINISTRATION, RYAN WHITE PROGRAM, PART A FUNDS							
1 APLA Health & Wellness H-204620	\$ 789,240	\$ 789,240	\$ 789,240	\$ 1,578,480	1-8	1-5	Agency is currently meeting most goals. Technical Assistance has been provided to ensure agency meets its goals by end of current contract term.
2 AltaMed Health Services Corporation H-205189	\$ 287,457	\$ 287,457	\$ 287,457	\$ 574,914	1-8	1-5	Agency is currently meeting most goals. Technical Assistance has been provided to ensure agency meets its goals by end of current contract term.
3 Minority AIDS Project H-208517	\$ 180,528	\$ 180,528	\$ 180,528	\$ 361,056	1-8	1-5	Agency is currently meeting most goals. Technical Assistance has been provided to ensure agency meets its goals by end of current contract term.
4 St. Mary Medical Center H-208518	\$ 770,153	\$ 770,153	\$ 770,153	\$ 1,540,306	1-8	1-5	Agency is currently meeting most goals. Technical Assistance has been provided to ensure agency meets its goals by end of current contract term.
5 Tarzana Treatment Centers, Inc. H-204608	\$ 442,090	\$ 442,090	\$ 442,090	\$ 884,180	1-8	1-5	Agency is currently meeting most goals. Technical Assistance has been provided to ensure agency meets its goals by end of current contract term.
Total	\$ 2,469,468	\$ 2,469,468	\$ 2,469,468	\$ 4,938,936			