



County of Los Angeles
CHIEF EXECUTIVE OFFICE

713 KENNETH HAHN HALL OF ADMINISTRATION
LOS ANGELES, CALIFORNIA 90012
(213) 874-1101
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA
Chief Executive Officer

January 15, 2008

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

Board of Supervisors
GLORIA MOLINA
First District

YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

Dear Supervisors:

**DEPARTMENT OF PUBLIC HEALTH: ACCEPTANCE OF A LETTER OF
AGREEMENT FROM KAISER FOUNDATION HOSPITALS TO PROVIDE
GRANT FUNDS TO THE DEPARTMENT OF PUBLIC HEALTH
OFFICE OF WOMEN'S HEALTH AND APPROVAL OF AN
APPROPRIATION ADJUSTMENT
(ALL SUPERVISORIAL DISTRICTS)
(4 VOTES)**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and instruct the Director of the Department of Public Health (DPH), or his designee, to accept and execute a Letter of Agreement, from Kaiser Foundation Hospitals (Kaiser), Exhibit I, to provide grant funds to support DPH's, Office of Women's Health (OWH) implementation of the Women's Health Policy Summit, *Building Multicultural Women's Health: Setting an Agenda for Los Angeles*, January 1, 2008 through December 31, 2008, in the amount of \$75,000.
2. Delegate authority to the Director of DPH, or his designee, to accept any amendments that provide for the extension of the agreement term, the rollover of funds, or to increase or decrease funding of the base award up to 25 percent for the period of January 1, 2008, through December 31, 2008, subject to the review and approval of County Counsel and the Chief Executive Office and notification of the Board offices.
3. Request that the Executive Officer prepare a letter of appreciation to Kaiser, similar to the attached Exhibit II.

4. Approve the attached Appropriation Adjustment (Attachment B) in the amount of \$38,000 for Fiscal Year (FY) 2007-2008, which approves a \$38,000 increase in Services and Supplies appropriation and Revenue appropriation to OWH program for FY 2007-2008. Funding will be provided with Kaiser's Letter of Agreement for the period of January 1, 2008, through December 31, 2008.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS

Acceptance of Kaiser's Letter of Agreement will provide support to DPH OWH to implement the 48 recommendations that arose from the Women's Health Policy Summit held in May 2007. The short-term policy recommendations include the formation of a public private collaborative, comprehensive data collection, public and provider education, and targeted programs and initiatives that will ultimately improve the health status of low-income, uninsured women and women of color in Los Angeles County.

In addition, approval of this action will allow DPH OWH to hire a dedicated part-time Summit Implementation Coordinator Contractor/Consultant for one year who will create an implementation plan and coordinate the execution of the policy recommendations, including developing a Comprehensive Implementation Plan, leading multiple committees and monitoring and tracking all progress made. Due to time constraints, DPH will enter into a temporary personnel services agreement for the provision of the Summit Implementation Coordinator, under delegated authority previously approved by your Board on September 19, 2006, with Public Health Foundation Enterprises (PHFE) Management Solutions.

FISCAL IMPACT/FINANCING

Total grant funding received from Kaiser to support the coordination and implementation of the policy recommendations produced by the 2007 Women's Health Policy Summit for the period of January 1, 2008, through December 31, 2008, is \$75,000.

Approve the attached appropriation adjustment in the amount of \$38,000 for Fiscal Year (FY) 2007-2008, which approves a \$38,000 increase in Services and Supplies appropriation and Revenue appropriation to OWH program for FY 2007-2008. Funding will be provided with Kaiser's Letter of Agreement for the period of January 1, 2008, through December 31, 2008.

Honorable Board of Supervisors
January 15, 2008
Page 3

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

DPH's OWH held a one-day Women's Health Policy Summit on May 24, 2007, where over 400 women's health care leaders, experts, providers, researchers and advocates convened to develop policy recommendations to improve the health and well-being of women in Los Angeles County. The theme of the Summit was "*Building Multicultural Women's Health: Setting an Agenda for Los Angeles.*" Supervisors Yvonne B. Burke and Gloria Molina served as Honorary Chairs and Honorary Co-Chairs were Supervisors Michael D. Antonovich, Don Knabe, and Zev Yaroslavsky as well as most of the Los Angeles delegation from the California State Assembly and Senate and the United States Congressional Representatives.

The 48 recommendations produced during the summit have been assembled into an *Executive Report and Recommendations*. The OWH and internal and external stakeholders are now working to implement these recommendations. To enhance the success of the implementation plan, OWH applied for grant funds from Kaiser to hire a part time staff person for a period of one year who would serve as the Summit Implementation Coordinator.

On November 26, 2007, DPH received a Letter Agreement from Kaiser to support the DPH's OWH's implementation of the policy recommendations from Women's Health Policy Summit held on May 24, 2007, for the period January 1, 2008, through December 31, 2008, in the amount of \$75,000.

On September 19, 2006, your Board delegated authority to DPH to enter into a grant-funded temporary personnel services agreements, to provide for various temporary personnel services projects with varying terms based on each project but effective for a period no sooner than October 1, 2006 through June 30, 2007, with provisions for 3 one-year automatic renewals through June 30, 2010, upon review and approval by County Counsel and the Chief Executive Office of each project's scope of work and budget, at no net County cost. Maxim Staff Solutions, Incorporated (Maxim) and PHFE were both selected to provide contract services to the County. PHFE will be assigned to perform project duties under this action.

Attachments A and B provide additional information.

County Counsel has approved Exhibits I and II as to form.

Honorable Board of Supervisors
January 15, 2008
Page 4

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Acceptance of Kaiser's Letter of Agreement will allow DPH OWH to implement the 48 recommendations produced during the Women's Health Policy Summit; all with the goal of addressing women's health issues and health disparities and implementing potential solutions. Without this grant support the implementation process would be much slower and have less internal and external participation and collaboration.

CONCLUSION

The Department of Public Health requires four signed copies of your Board's action. It is requested that the Executive Officer, Board of Supervisors, notify DPH, Contracts and Grants Division, at (213) 240-8179 when this document is available.

Respectfully submitted,


WILLIAM T FUJIOKA
Chief Executive Officer

WTF:SRH
SAS:RM:bjs

Attachments (4)

c: County Counsel
Director and Health Officer, Department of Public Health

011508_DPH_Kaiser

SUMMARY OF GRANT AWARD

1. SUMMARY OF SERVICE:

Coordination and implementation of policy recommendations that came out of the 2007 Women's Health Policy Summit including developing a Comprehensive Implementation Plan, leading multiple committees (Data, Education and Training, and possibly Media), and monitoring and tracking all progress made.

2. AGENCY ADDRESS AND CONTACT PERSON:

Kaiser Permanente
Public Affairs
393 East Walnut Street, 2nd floor
Pasadena, CA 91188
Attention: Angela Coron
Title: Director, Community Benefit
Telephone: (626) 405-5523 Facsimile (626) 405-6239
Internet Address: so.cal.grants@kp.org

3. FINANCIAL INFORMATION

Total grant funding received from Kaiser to support the coordination and implementation of the policy recommendations produced by the 2007 Women's Health Policy Summit for the period of January 1, 2008, through December 31, 2008, is \$75,000.

Approve the attached appropriation adjustment in the amount of \$38,000 for Fiscal Year (FY) 2007-2008, which approves a \$38,000 increase in Services & Supplies appropriation and Revenue appropriation to OWH program for FY 2007-2008. Funding will be provided with Kaiser's Letter of Agreement for the period of January 1, 2008, through December 31, 2008.

4. PRIMARY GEOGRAPHIC AREAS TO BE SERVED:

Countywide.

5. ACCOUNTABLE FOR PROGRAM MONITORING AND EVALUATION:

Ellen Eidem, MS, Director, Office of Women's Health

6. APPROVALS:

Public Health:	Jonathan E. Freedman, Acting Chief Deputy
Contracts and Grants Division:	Gary T. Izumi, Chief
County Counsel (as to form):	Robert E. Ragland, Senior Deputy County Counsel

COUNTY OF LOS ANGELES
REQUEST FOR APPROPRIATION ADJUSTMENT
DEPARTMENT OF PUBLIC HEALTH

DEPT'S. No. 295
December 28 19 2007

AUDITOR-CONTROLLER.

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF ADMINISTRATIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR
FISCAL YEAR 2007/08
4-VOTE

SOURCES:

PH-Public Health Programs
A01-PH-91-906A-23450
Local Grants - Other \$38,000
Increase Revenue

Total \$38,000

USES:

PH-Public Health Programs
A01-PH-2000-23450
Services & Supplies \$38,000
Increase Appropriation

Total \$38,000

JUSTIFICATION:

To increase Services & Supplies appropriation to the Office of Women's Health to acquire services from PHFE Management Solutions for a Summit Implementation Coordinator who will implement the recommendations developed at the Women's Health Policy Summit held in May 2007. Funding is provided with a Kaiser Foundation Hospitals grant for the period of January 1, 2008 through December 31, 2008.

Nanette Herrera
Nanette Herrera

CHIEF ADMINISTRATIVE OFFICER'S REPORT

Division Chief, Controller's Division

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

21

JAN 15 2008

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

REFERRED TO THE CHIEF ADMINISTRATIVE OFFICER FOR	ACTION	APPROVED AS REQUESTED	AS REVISED
	RECOMMENDATION	29 December 2007	<i>[Signature]</i>
AUDITOR-CONTROLLER BY <i>Conson</i>		APPROVED (AS REVISED):	19
No. 90	Dec. 28 2007	BOARD OF SUPERVISORS	DEPUTY COUNTY CLERK



Kaiser Foundation Hospital, Inc.

November 26, 2007

Jonathan E. Fielding
County of Los Angeles
Department of Public Health
3400 Aerojet Avenue, Third Floor
El Monte, CA 91731

Dear Dr. Fielding,

We are pleased to inform you that a contribution in the amount of \$75,000.00 has been approved by Kaiser Permanente, Southern California for Building Multicultural Women's Health: Setting an Agenda for Los Angeles. For your reference, the Kaiser Tracking number for this grant/donation is 20602395.

Kaiser Permanente's social mission is to improve the health of the communities we serve, and we recognize the positive impact of your organization in helping to achieve this goal. We anticipate that this contribution will allow your programs and services to help many in need, and we look forward to hearing back from you on the success of your project.

Kaiser Permanente requires that recipient organizations sign and return a copy of the enclosed Letter of Agreement prior to sending your award check. Please review the terms outlined on the enclosed sheet and return with your signature. Once received, we will mail you check immediately. Non compliance with the listed Letter of Agreement Terms may result in County of Los Angeles, Department of Public Health being ineligible for future funding.

Please return your signed Letter of Agreement to:

Community Benefit
Kaiser Permanente, Public Affairs
393 East Walnut Street, 2nd Floor
Pasadena, CA 91188

To expedite the receipt of your signed Letter of Agreement, prior to mailing you may fax it to 626-405-6239. If you choose this option, please include a cover sheet.

Sincerely,

A handwritten signature in black ink, appearing to read "Angela Coron", written over a horizontal line.

Angela Coron
Director, Community Benefit
Public Affairs
Southern California Region

cc: Ellen Eidem, Director, Office of Women's Health

LETTER OF AGREEMENT
KAISER FOUNDATION HOSPITALS, SOUTHERN CALIFORNIA REGION
COMMUNITY BENEFIT CHARITABLE CONTRIBUTIONS PROGRAM

This Letter of Agreement (hereinafter "Agreement") regarding Community Benefit Funds ("Memorandum"), dated as of November 26, 2007 is entered into by and between Kaiser Foundation Hospitals, a California nonprofit, public benefit corporation (hereinafter "KFH") and County of Los Angeles Department of Public Health, a California nonprofit, public benefit corporation, that is a charter city organized in the State of California and not subject to federal or state income tax.

This Agreement sets forth the understanding of the parties hereto as to the terms and conditions under which KFH shall donate funds in the amount of \$75,000.00 for a one year funding period beginning January 1, 2008 through January 1, 2009 to coordinate and implement the execution of policy recommendations produced by the 2007 Women's Health Policy Summit. Such terms and conditions are as follows:

1. **Tax Exemption Status:** Grantee represents that at all times relevant herein, it is a government entity or government facility organized in the State of California and not subject to federal or state income tax.
2. **Purpose of Grant.** Grantee shall use entire Grant to support the specific goals, objectives, activities, and outcomes as stated in the Grantee's funding application and, for Grants greater than \$25,000, as submitted in the evaluation plan.
3. **Expenditure of Funds.** This Grant (together with any income earned upon investment of grant funds) is made for the purpose outlined in the Grantee's Evaluation Plan and may not be expended for any other purpose without KFH's prior written approval.
4. **Prohibited Uses.** In no event shall Grantee use any of the funds from this Grant to (a) support a political campaign, (b) support or attempt to influence any government legislation, except making available the results of non-partisan analysis, study or research, or (c) grant an award to another party or for any purpose other than one specified in Section 170(c)(2)(b) of the Internal Revenue Code of 1986 as amended.
5. **Return of Funds.** KFH reserves the right to discontinue, modify or withhold payments to be made under this Agreement or to require a total or partial return of any funds, including any unexpended funds under the following conditions:
 - (a) If KFH, in its sole discretion, determines that the Grantee has not performed in accordance with this Agreement or has failed to comply with any term or condition of this Agreement.
 - (b) If Grantee loses its status as an eligible Grantee under Paragraph 1 above.
 - (c) Any portion of the funds is not used for the approved purpose
 - (d) Such action is necessary to comply with the requirements of any law or regulation applicable to Grantee or to KFH or to this Grant.
6. **Records, Audits and Site Visits.** KFH is authorized to conduct audits, including on-site audits, at any time during the term of this Grant and within four years after

completion of the Grant. Grantee shall allow KFH and its representatives, at its request, to have reasonable access during regular business hours to Grantee's files, records, accounts, personnel and client or other beneficiaries for the purpose of making such audits, verifications or program evaluations as KFH deems necessary or appropriate concerning this Grant. Grantee shall maintain accounting records sufficient to identify the Grant and to whom and for what purpose such funds are expended for at least four (4) years after the Grant has been expended.

7. No Assignment or Delegation. Grantee may not assign, or otherwise transfer, any rights or delegates any of Grantee's obligations under this Agreement without prior written approval from KFH.

8. Records and Reports. Grantee shall submit written progress report(s) to KFH, as follows:

(a) *For Grants \$25,000 and below:* Grantee shall submit one written final progress report within 45 calendar days after completion of the grant period, using the report format provided by KFH.

(b) *For Grants over \$25,000:* Grantee shall submit written progress reports within 45 calendar days of each six-month period following the grant award, and a final progress report within 45 calendar days after completion of the grant period, using the report format provided by KFH.

Grantee shall be primarily responsible for the content of the evaluation report. If KFH determines IRB approval is necessary, as part of the evaluation process, Grantee shall follow KFH IRB approval processes and procedures.

9. Required Notification. Grantee is required to provide KFH with immediate written notification of any change in Grantee's tax exempt status or when Grantee is unable to expend the grant funds for the approved purposes described in the Evaluation Plan.

10. Identification of KFH. Grantee shall identify KFH as a supporting organization in all published material relating to the subject matter of this Grant. Whenever possible and appropriate, Grantee shall publicly acknowledge KFH for this Grant.

11. Equal Employment Opportunity. Grantee agrees to comply with and be bound by the nondiscrimination and affirmative action clauses contained in: Executive Order 11246, as amended, relative to equal opportunity for all persons without regard to race, color, religion, sex or national origin; the Vocational Rehabilitation Act of 1973, as amended, relative to the employment of qualified handicapped individuals without discrimination based upon their physical or mental handicaps; the Vietnam Era Veterans Readjustment Assistance Act of 1974, as amended, relative to the employment of disabled veterans and veterans of the Vietnam Era, and the implementing rules and regulations prescribed by the Secretary of Labor in Title 41, Part 60 of the Code of Federal Regulations (CFR).

12. Immigration Act Requirements. Grantee shall comply during the term of this Agreement with the provisions of the Immigration Reform and Control Act of 1986 and any regulations promulgated thereunder. Grantee hereby certifies that it has obtained a properly completed Employment Eligibility Certificate (INS Form I-9) for each worker performing services related to the program described in the Evaluation Plan.

13. Licensing and Credentials. Grantee agrees to maintain, in full force and effect, all required governmental or professional licenses and credentials for itself, its facilities and for its employees and all other persons engaged in work in conjunction with this Grant.

14. Payment of Grant. First payment by KFH will be contingent upon a signed Agreement between KFH and Grantee. Subsequent payments (if any) are contingent upon compliance with this Agreement, including timely receipt of reports as outlined in Paragraph 8 above.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

Kaiser Foundation Hospitals

Grantee

By: Angela Colon
Angela Colon
Director, Community Benefit

By: _____
Jonathan E. Fielding
Director and Health Officer
County of Los Angeles
Department of Public Health

EXHIBIT II

January 17, 2008

Ms. Angela Coron
Director, Community Benefit
Kaiser Permanente
Public Affairs
393 East Walnut Street, 2nd Floor
Pasadena, California 91188

Dear Ms. Coron,

At its meeting held January 15, 2008, the County of Los Angeles Board of Supervisors accepted, with special thanks, Kaiser Foundation Hospital Letter of Agreement to provide grant funds to support the Department of Public Health (DPH) Office of Women's Health (OWH) implementation of the Women's Health Policy Summit. Building Multicultural Women's Health: Setting an Agenda for Los Angeles, effective January 1, 2008 through December 31, 2008, in the amount of \$75,000.

The Board members have requested that I express their appreciation for this generous grant.

Very truly yours,

Sachi A. Hamai
Executive Officer, Board of Supervisors