Health Services
LOS ANGELES COUNTY

Los Angeles County Board of Supervisors

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Robert G. Splawn, M.D.
Interim Chief Medical Officer

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

Tel: 213-240-8101
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www.dhs.lacounty.gov

To improve health through leadership, service and education

March 3, 2009

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

Dear Supervisors:

ACCEPT GRANT FROM KAISER FOUNDATION HOSPITALS, SOUTHERN CALIFORNIA REGION FOR ORAL HEALTH PROGRAM (SUPERVISORIAL DISTRICT 2) (4 VOTES)

SUBJECT

Request acceptance of a grant from Kaiser Foundation Hospitals in the amount of $300,000 for an Oral Health Program at Martin Luther King, Jr. Multi-Service Ambulatory Care Center and Harbor-UCLA Medical Center.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Authorize the Interim Director of Health Services, or his designee, to sign the attached Letter of Agreement, Number 20607445, in the amount of $300,000 from Kaiser Foundation Hospitals, Southern California Region (Kaiser) for an Oral Health Program at Martin Luther King, Jr. Multi-Service Ambulatory Care Center (MLK-MACC) and Harbor-UCLA Medical Center (Harbor-UCLA) effective April 1, 2009 through March 31, 2010.

2. Authorize the Department of Health Services (DHS) to fill four new Full-Time Equivalent (FTE) positions at Harbor-UCLA Medical Center, consisting of 1.0 FTE Dental Specialist (4767N), 1.0 FTE Dental Hygienist (4751N), and 2.0 FTE Dental Assistants (4745N), in excess of what is provided in the Department's staffing ordinance pursuant to Section 6.06.020 of the County Code, pending Chief Executive Office Classification and Compensation allocation.

3. Approve the attached Appropriation Adjustment to increase spending appropriation offset by revenue for Coastal Network's Fiscal Year (FY) 2008-09 revenue by a prorated amount of $81,000 for the period April 1, 2009 through June 30, 2009.

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PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS

Acceptance of the Grant and approval of the Letter of Agreement from Kaiser, Exhibit I, in the amount of $300,000 will allow DHS to expand current dental services provided by the Harbor-UCLA Dental Division at both MLK-MACC and Harbor-UCLA to serve children referred from the Medical Hub clinics located on those campuses. Approval of the second recommendation will allow DHS to hire a Dental Specialist, Dental Hygienist, and two Dental Assistants for Harbor-UCLA. The purpose of the Appropriation Adjustment is to increase the Coastal Network's FY 2008-09 spending authority for these services, fully offset by revenue by $81,000 from the Grant.

FISCAL IMPACT/FINANCING

The grant is $300,000 for MLK-MACC and Harbor-UCLA effective April 1, 2009 through March 31, 2010. The attached Appropriation Adjustment will increase spending appropriation offset by revenue by a prorated amount of $81,000 for the period April 1, 2009 through June 30, 2009. The remaining grant funds of $219,000 will be included in the FY 2009-10 Proposed Budget.

There is no net County cost associated with the grant. The Grant is 100 percent needed to fund the associated costs.

The grant from Kaiser will be used as start-up funds to allow for the hiring of additional staff and expansion of clinic appointments for the children referred by the Medical Hubs. Children in foster care are eligible for Medi-Cal, therefore, it is anticipated that upon completion of the Kaiser grant funding period, these services will continue to be provided and the cost of providing the services will be revenue offset through Medi-Cal billings providing the State will continue to cover the services as a Medi-Cal optional benefit.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

DHS operates Medical Hub clinics at Harbor-UCLA Medical Center, High Desert MACC, LAC+USC Medical Center, MLK-MACC and Olive View-UCLA Medical Center. The Hub clinics provide comprehensive, specialized medical services for children referred by the Department of Children and Family Services (DCFS). On April 22, 2008, on motion of Supervisor Antonovich, your Board instructed the Chief Executive Officer, in consultation with the Directors of DCFS and DHS, to explore the feasibility of including dental examinations as part of the Medical Hub screening and assessment procedures for children in the child welfare system. DHS submitted a proposal in response to Kaiser's 2008-09 Oral Health Services Request for Proposals. DHS was informed in a letter received December 19, 2008 that the Department was awarded a grant from Kaiser in the amount of $300,000.

The grant funded project will provide comprehensive dental services for children entering the child welfare system who are receiving medical care at the MLK-MACC and Harbor-UCLA Medical Hubs. Services will be provided on the MLK-MACC and Harbor-UCLA campuses using existing dental clinic space and equipment, and will include comprehensive dental examinations and consultation, treatment of dental disease, preventive care, and ongoing education and dental health maintenance. It is expected that over 100 new children (half from MLK-MACC and half from Harbor-UCLA) will be enrolled in the project each month so that more than 1,200 unique patients will be served during the 12 month project period.

The Department identified MLK-MACC and Harbor-UCLA Hubs as ideal sites for the Kaiser grant because these campuses have available space and equipment to support onsite dental. Olive View and High Desert have space limitations and do not have any onsite dental services upon which to build; therefore, the current grant would have been insufficient to start up dental services in those locations. However, efforts are being made to work on developing a dental services program for Olive View and High Desert. While LAC+USC has dental services on the Medical Center campus, space needs to be renovated to provide the services within the Medical Hub. In the interim, children seen at all Medical Hubs are receiving a dental screening and are referred for services when indicated.

Grant funds will be used to hire additional dental staff to enable the Harbor-UCLA Dental Division to initiate dedicated services for the target population at both the MLK-MACC and Harbor-UCLA sites.

The term of this grant is effective April 1, 2009 and expires on March 31, 2010. Following receipt of the signed Letter of Agreement, Kaiser will send the award check in the amount of $300,000. The Agreement requires a written progress report submitted within 45 calendar days of the six-month period following the grant award, and a final report within 45 calendar days after completion of the grant period.

Attachment A is the Budget Summary and Attachment B is the Grant Management Statement for Grants of $100,000 or more.

County Counsel has reviewed and approved the Letter of Agreement, Exhibit I, as to form.

CONTRACTING PROCESS

Not applicable.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will allow DHS to provide dental services to children served by the Medical Hubs.

CONCLUSION

When approved, DHS requires three signed copies of the Board's action.

Respectfully submitted,

Gregory Polk

for John F. Schunhoff, Ph.D.
Interim Director

JFS:po

Attachments (3)

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

Kaiser Grant BL

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BOARD OF SUPERVISORS OFFICIAL COPY

COUNTY OF LOS ANGELES

request for appropriation adjustment

Dept's. No. 200

department of HEALTH SERVICES - COASTAL NETWORK

January 29, 2009

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 Executive Officer for his recommendation or action.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

FY 2008-09
4 - VOTES

SOURCES

Coastal Network (Harbor/UCLA Medical Center)
Revenue - Miscellaneous Services Revenue
MN1-HH-60020-9497
$81,000
Increase Revenue

USES

Coastal Network (Harbor/UCLA Medical Center)
Salaries & Employee Benefits
MN1-HH-60020-1000
$73,000

Services & Supplies
MN1-HH-60020-2000
$8,000

$81,000
Increase Appropriation

JUSTIFICATION

This budget adjustment is necessary to increase FY 2008-09 Coastal Network's Revenue by $81,000 (pro-rated), Salaries and Employee Benefits by $73,000 (pro-rated), and Services and Supplies by $8,000 for the Kaiser Oral Health Grant (Grant) of $300,000 (annual) for the period of date of April 1, 2009 through March 31, 2010. The Grant will be used to expand current dental services provided by the Harbor-UCLA Medical Center (Harbor-UCLA) Dental Division at both MLK Multi-Service Ambulatory Care Center and Harbor-UCLA to serve children referred from the Medical Hub clinics located on those campuses.

Mela Guerrero, Controller

Chief Executive Officer's Report

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

#84 MAR 03 2009

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

Referred to the Chief Executive Officer for --- action

✓ Recommendation

auditor-controller by Karen Shikuma

no. 160 Jan 29 2009

Approved as Requested February 6, 2009 as Revised

Chief Executive Officer

approved (as revised): board of supervisors 20

by

deputy county clerk

SEND 6 COPIES TO THE AUDITOR-CONTROLLER

EXHIBIT I

Kaiser Foundation Hospital, Inc.

0085

December 5, 2008

John F. Schunhoff, Ph.D.
Interim Director
Los Angeles County Department of Health Services
313 North Figueroa Street, Suite 912
Los Angeles, CA 90012

Dear Dr. Schunhoff,

We are pleased to inform you that a contribution in the amount of $300,000.00 has been approved by Kaiser Permanente, Southern California Region for the Oral Health program. For your reference, the Kaiser Tracking number for this grant/donation is 20607445.

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 your check immediately. Non compliance with the listed Letter of Agreement Terms may result in Los Angeles County Department of Health Services 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,

Angela Coron
Managing Director, Community Benefit
Southern California Region

cc: Cody Ruedaflores, Kaiser Permanente Southern California Region, Community Benefit Mgr

393 East Walnut Street
Pasadena, California 91188

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 December 5, 2008 is entered into by and between **Kaiser Foundation Hospitals**, a California nonprofit, public benefit corporation (hereinafter "KFH") and **Los Angeles County Department of Health Services**, ~~a charter city~~ organized in the State of California and not subject to federal or state income tax. COUNTY

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 **$300,000.00 for a one year funding period beginning ~~January 1, 2009~~** APRIL 1, 2009 **through ~~January 1, 2010~~** MARCH 31, 2010 **for Oral Health Program**. Such terms and conditions are as follows:

1. Tax Exemption Status: Grantee represents that at all times relevant herein, it is a County ~~charter city~~ 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

By: _____
Angela Coron
Managing Director, Community Benefit

Grantee

By: _____
John F. Schunhoff, Ph.D.
Interim Director
Los Angeles County Department of Health Services

ATTACHMENT A

ORAL HEALTH PROGRAM
MLK MACC and Harbor-UCLA Medical Hubs

Budget Summary

April 1, 2009 through March 31, 2010

Staffing Expenses	Monthly Salary	FTE	FY 2008-09 (Apr08 - Jun08)	FY 2009-10 (Jul08 -Mar09)	Total Project Budget
Dental Specialist - Item 4767N	$10,662	1.0	$31,986	$95,958	$127,944
Dental Hygienist - Item 4751N	$5,372	1.0	$16,116	$48,348	$64,464
Dental Assistant - Item 4745N	$2,799	2.0	$16,794	$50,382	$67,176
Employee Benefits			$8,228	$24,685	$32,913
Staffing Sub-total			$73,124	$219,373	$292,497
Operating Expenses					
Practice Management Software and Training			$7,503		$7,503
Operating Sub-total					
GRAND TOTAL			**$80,627**	**$219,373**	**$300,000**

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

ATTACHMENT B

Department: Health Services

Grant Project Title and Description

Oral Health Program – Dental services for children served by MLK and Harbor-UCLA Medical Hubs

Funding Agency	**Program (Fed. Grant #/State Bill or Code #)**	**Grant Acceptance Deadline**
Kaiser Foundation Hospitals, Southern California Region	Grant No. 20607445	

Total Amount of Grant Funding: $300,000	**County Match:**	
Grant Period: 04/01/09 – 3/31/10	**Begin Date: Board Approval**	**End Date: 03/31/10**
Number of Personnel Hired Under This Grant:	**Full Time: 4**	**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_X__	No____
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___	No_X__
b.) Identify other revenue sources (describe below) Because foster children are automatically eligible for fee-for-service Medi-Cal, the majority of the children served by the MLK-MACC and Harbor-UCLA Medical Hubs have a payor source. The grant from Kaiser will be used as start-up funds to allow for the hiring of additional staff and expansion of clinic appointments for children referred by the Medical Hubs. As this service grows, ongoing staffing and operational costs will be covered through Medi-Cal billings providing the State will continue to cover the services as a Medi-Cal optional benefit.	Yes_X_	No____
c.) Eliminate or reduce, as appropriate, positions/program costs funded by the grant.	Yes___	No_X__

Impact of additional personnel on existing space:

Existing space is adequate to accommodate additional personnel.

Other requirements not mentioned above:

Department Head Signature Gregory Kelly Date: 2/20/09