



## County of Los Angeles Health and Mental Health Services

FESIA A. DAVENPORT  
Chief Executive Officer

**DATE:** Wednesday, March 2, 2022  
**TIME:** 10:30 a.m.

**THIS MEETING WILL CONTINUE TO BE CONDUCTED VIRTUALLY TO ENSURE THE SAFETY OF MEMBERS OF THE PUBLIC AND EMPLOYEES AS PERMITTED UNDER STATE LAW.**

**TO PARTICIPATE IN THE MEETING, PLEASE CALL AS FOLLOWS:**

**DIAL-IN NUMBER: 1 (323) 776-6996**

**CONFERENCE ID: 322130288#**

**[MS Teams link](#) (Ctrl+Click to Follow Link)**

### AGENDA

Members of the Public may address the Health and Mental Health Services Meeting on any agenda item. Two (2) minutes are allowed for each item.

**THIS TELECONFERENCE WILL BE MUTED FOR ALL CALLERS. PLEASE DIAL \*6 TO UNMUTE YOUR PHONE WHEN IT IS YOUR TIME TO SPEAK.**

- I. Call to order
- II. **Information Item(s)** (Any Information Item is subject to discussion and/or presentation at the request of two or more Board offices):
  - a. **DHS:** Request Delegated Authority for Various Contract Extensions for DHS & DPH due to Delays Stemming from COVID-19
- III. **Discussion Item(s):**
  - a. **DMH:** Crisis Mobile Response Teams
- IV. Items Continued from a Previous Meeting of the Board of Supervisors or from the Previous Agenda Review Meeting
- V. Items not on the posted agenda for matters requiring immediate action because of an emergency situation, or where the need to take immediate action came to the attention of the Department subsequent to the posting of the agenda

VI. Public Comment

VII. Adjournment

**BOARD LETTER/MEMO  
CLUSTER FACT SHEET**

Board Letter

Board Memo

Other

<b>CLUSTER AGENDA REVIEW DATE</b>	3/2/2022	
<b>BOARD MEETING DATE</b>	3/15/2022	
<b>SUPERVISORIAL DISTRICT AFFECTED</b>	<input checked="" type="checkbox"/> All <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup> <input type="checkbox"/> 4 <sup>th</sup> <input type="checkbox"/> 5 <sup>th</sup>	
<b>DEPARTMENT(S)</b>	Department of Health Services, Department of Public Health	
<b>SUBJECT</b>	Approval of various contract extensions for the Department of Health services and the Department of Public Health due to delays stemming from the coronavirus disease 2019 pandemic	
<b>PROGRAM</b>		
<b>AUTHORIZES DELEGATED AUTHORITY TO DEPT</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>SOLE SOURCE CONTRACT</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain why:	
<b>DEADLINES/ TIME CONSTRAINTS</b>	Contracts contemplated in the Board Letter expire between April 1 – September 30, 2022	
<b>COST &amp; FUNDING</b>	Total cost: \$ TBD	Funding source: Departmental Budgets
	TERMS (if applicable):	
	Explanation:	
<b>PURPOSE OF REQUEST</b>	1. Delegate authority to the Director of Health Services (DHS Director) and the Director of Public Health (Public Health Director), or their respective designee(s), (collectively “The Directors”), to amend the contracts slated to expire by September 30, 2022 to: (i) extend their term on a month-to-month basis, in any increments, until the end of the month of the six-month anniversary following the date on which the Proclamation of a Local and Public Health Emergency due to the Coronavirus Disease 2019 (COVID-19) (Health Emergency Proclamation) is lifted by the Board of Supervisors (Board), (ii) reaffirm delegations of authority previously granted to the Directors for each contract; (iii) increase the contract rates and/or the maximum County obligation, if any, by up to 25%, for the extension periods, provided that sufficient appropriation is available within the respective Department’s existing budget, all subject to prior review and approval by the Chief Executive Office (CEO) and County Counsel; and (iv) provide for administrative, non-substantive and Board or CEO	

	<p>required contract changes with prior review and approval by County Counsel.</p> <ol style="list-style-type: none"> <li>2. Delegate authority to The Directors, or their respective designee(s), to prepare and execute amendments to the contracts described in Recommendation 1 to modify statements of work, including changes to service delivery sites and scopes of services and to reflect federal, State and County regulatory and/or policy changes, provided that: (i) any such amendment does not result in a rate or County obligation increase above the 25% authorized amounts under Recommendation 1 above; and (ii) sufficient appropriation is available within the respective Department's existing budget, with all amendments subject to review and approval by the CEO and County Counsel.</li> <li>3. Delegate authority to The Directors, or their respective designee(s), to terminate the contract(s) described in Recommendation 1 in accordance with the applicable contract termination provisions, including for convenience of the County and contractor's default, with advance written notification of such termination action to the Board and the CEO.</li> <li>4. Delegate authority to the Public Health Director, or designee, to execute amendments to the contracts, as applicable, to: (i) allow for a no-cost adjustment to the term in compliance with the provisions of the corresponding grant used for reimbursement; (ii) allow the rollover of unspent contract funds to subsequent year; (iii) provide for an internal reallocation of funds among budgets for purposes of reimbursement; (iv) make changes to the scopes of work, as applicable; and (v) and/or provide an increase or decrease in funding up to 10% above or below each term's annual base maximum obligation and make corresponding service adjustments, as necessary; provided that sufficient appropriation is available within the Department's existing budget and subject to prior review and approval by CEO and County Counsel.</li> <li>5. Delegate authority to the Public Health Director, or designee, to execute change notices to the contracts to (i) make revisions to the scopes of work, as necessary; (ii) authorize program revisions within its budget and corresponding service adjustments, as necessary; (iii) change hours of operation and/or service locations; and/or (iv) provide for corrections of errors in the terms and conditions.</li> </ol>
<p><b>BACKGROUND</b> (include internal/external issues that may exist including any related motions)</p>	

<b>EQUITY INDEX OR LENS WAS UTILIZED</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how:
<b>SUPPORTS ONE OF THE NINE BOARD PRIORITIES</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please state which one(s) and explain how:
<b>DEPARTMENTAL CONTACTS</b>	Name, Title, Phone # & Email: (DHS) Julio Alvarado, Director Contracts & Grants, 213 288-7819, <a href="mailto:JAlvarado@dhs.lacounty.gov">JAlvarado@dhs.lacounty.gov</a>  (DPH) Karen Buehler, Chief Division of Contracts and Grants, 323 914-7478, <a href="mailto:KBuehler@ph.lacounty.gov">KBuehler@ph.lacounty.gov</a>

March 15, 2022

**DRAFT  
DHS Letterhead**

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:

**APPROVAL OF VARIOUS CONTRACT EXTENSIONS FOR  
THE DEPARTMENT OF HEALTH SERVICES AND  
THE DEPARTMENT OF PUBLIC HEALTH  
DUE TO DELAYS STEMMING FROM  
THE CORONAVIRUS DISEASE 2019 PANDEMIC  
(ALL SUPERVISORIAL DISTRICTS)  
(3 VOTES)**

**SUBJECT**

Approval of delegated authority to the Director of Health Services and the Director of Public Health, or their respective designees, to extend various contracts in support of the response to the COVID-19 pandemic.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Delegate authority to the Director of Health Services (DHS Director) and the Director of Public Health (Public Health Director), or their respective designee(s), (collectively "The Directors"), to amend the contracts slated to expire by September 30, 2022 to: (i) extend their term on a month-to-month basis, in any increments, until the end of the month of the six-month anniversary following the date on which the Proclamation of a Local and Public Health Emergency due to the Coronavirus Disease 2019 (COVID-19) (Health Emergency Proclamation) is lifted by the Board of Supervisors (Board), (ii) reaffirm delegations of authority previously granted to The Directors for each contract; (iii) increase the contract rates and/or the maximum County obligation, if any, by up to 25%, for the extension periods, provided that sufficient appropriation is available within the respective Department's existing budget, all subject to prior review and approval by the Chief Executive Office (CEO) and County Counsel; and (iv) provide for administrative,

non-substantive and Board or CEO required contract changes with prior review and approval by County Counsel.

2. Delegate authority to The Directors, or their respective designee(s), to prepare and execute amendments to the contracts described in Recommendation 1 to modify statements of work, including changes to service delivery sites and scopes of services and to reflect federal, State and County regulatory and/or policy changes, provided that: (i) any such amendment does not result in a rate or County obligation increase above the 25% authorized amounts under Recommendation 1 above; and (ii) sufficient appropriation is available within the respective Department's existing budget, with all amendments subject to review and approval by the CEO and County Counsel.
3. Delegate authority to The Directors, or their respective designee(s), to terminate the contract(s) described in Recommendation 1 in accordance with the applicable contract termination provisions, including for convenience of the County and contractor's default, with advance written notification of such termination action to the Board and the CEO.
4. Delegate authority to the Public Health Director, or designee, to execute amendments to the contracts, as applicable, to: (i) allow for a no-cost adjustment to the term in compliance with the provisions of the corresponding grant used for reimbursement; (ii) allow the rollover of unspent contract funds to subsequent year; (iii) provide for an internal reallocation of funds among budgets for purposes of reimbursement; (iv) make changes to the scopes of work, as applicable; and (v) and/or provide an increase or decrease in funding up to 10% above or below each term's annual base maximum obligation and make corresponding service adjustments, as necessary; provided that sufficient appropriation is available within the Department's existing budget and subject to prior review and approval by CEO and County Counsel.
5. Delegate authority to the Public Health Director, or designee, to execute change notices to the contracts to (i) make revisions to the scopes of work, as necessary; (ii) authorize program revisions within its budget and corresponding service adjustments, as necessary; (iii) change hours of operation and/or service locations; and/or (iv) provide for corrections of errors in the terms and conditions.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS**

Approval of Recommendation 1 will provide the Department of Health Services (DHS) and the Department of Public Health (Public Health) (collectively "The Departments") with the ability to continue to concentrate contracting resources on The Departments' most immediate needs to prepare for and manage COVID-19 cases in Los Angeles County. Since the Health Emergency Proclamation, The Departments' contracting resources have

been diverted to address significant needs in the areas of nursing, physician coverage, community testing and vaccination, environmental services, support for the County's temporary quarantine and isolation sites, addressing The Departments' workforce shortages as a result of COVID-19, as well as managing logistics activities of the Incident Command System, including contact tracing and data management of reported positive COVID-19 cases. Additionally, The Departments have been focusing their resources on other urgent contractual requirements that have been necessary due to the COVID-19 pandemic, including contracts for vaccination and testing services and for securing community sites for provision of such services.

The Departments, based on the review of their inventories of contracts expiring by September 30, 2022 (Attachments I and II provide a substantial list of such contracts), have determined that, since contracting resources are still being diverted toward COVID-19 activities, The Departments will need the additional time contemplated in the recommendations to resume procurement activities for the replacement of these contracts.

Prior to exercising the requested delegated authority, The Departments will review their respective contractors' performance to ensure that there are no significant issues and that the contractors are in good standing with the County.

Approval of Recommendation 2 will allow The Directors to execute amendments to the contracts to add, delete, modify or replace the existing statements of work, including changes to service delivery sites and service categories; and/or reflect federal, State, and County regulatory and/or policy changes, as necessary, without interruption to provision of services.

Approval of Recommendation 3 will allow The Directors to terminate services in accordance with each contract's applicable termination provisions, including for the convenience of the County, in a timely manner, as necessary.

Approval of Recommendation 4 will allow the Public Health Director, or designee, to execute amendments to the contracts to: extend and/or adjust the term as allowed or required by the applicable grant; rollover unspent funds; provide for an internal reallocation of funds between budgets, if applicable; and/or increase or decrease funding up to 10 percent above or below the annual base maximum obligation, and make corresponding service adjustments, as necessary. This recommended action will also enable the Department of Public Health to amend the contracts to adjust the term at no cost for a period of up to six (6) months beyond the expiration date. Such amendments will only be executed if and when there is an unanticipated extension of the term of the applicable grant funding to allow additional time to complete services and utilize grant funding. This authority is being requested to enhance the Department of Public Health's efforts to expeditiously maximize grant revenue, consistent with Board Policy 4.070: Full Utilization of Grant funds.



Approval of Recommendation 5 will allow the Public Health Director, or designee, to execute change notices to the contracts to make revisions to the scopes of work, as necessary; authorize budget modifications, together with corresponding service adjustments, as necessary; make changes to hours of operation and/or service locations; and/or correct errors in the contracts' terms and conditions.

The provisions requiring advance review, notification, and identification of funding before undertaking any amendments will ensure that the additional flexibility granted to The Directors by this delegated authority is accompanied by appropriate transparency and prudent fiscal management.

**Implementation of Strategic Plan Goals**

The recommended actions support Strategy II.2, "Support the Wellness of Our Communities," of the County's Strategic Plan.

**FISCAL IMPACT/FINANCING**

The Departments will fund their respective costs within their respective budgetary resources. Funding for future fiscal years will be addressed through the County's annual budget process. There will be no net County cost impact.

**FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

On March 4, 2020, the Board issued the Health Emergency Proclamation due to the Coronavirus Disease 2019. The recommendations above are presented in light of the current surge in COVID-19 cases and anticipation of The Departments' continued need to address public health and safety in the upcoming months due to persisting COVID-19 spread in Los Angeles County.

All amendments are subject to prior review and approval as to form by County Counsel.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approval of the recommendations will give The Departments the necessary flexibility to be nimble in responding to the COVID-19 pandemic.

Respectfully submitted,

Respectfully submitted,

Christina R. Ghaly, M.D.  
Director

Barbara Ferrer, Ph.D., M.P.H., M.Ed  
Director

Honorable Board of Supervisors  
March 15, 2022  
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Enclosures

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

**ATTACHMENT I  
DHS CONTRACTS**

<b>#</b>	<b>Contract #</b>	<b>Contractor</b>	<b>Service</b>	<b>Current Expiration</b>
1	H-709042	Health Resources and Services Administration (HRSA)	Hansens Disease	4/30/2022
2	77540	3M Health Information Systems, Inc.	Medical Transcription Services	6/30/2022
3	H-706457	AE & Associates, LLC	Temporary Health Information Management Personnel Services	6/30/2022
4	H-705430	Brilliant Corners	Supportive Housing Services	6/30/2022
5	H-706459	Caban Resources, LLC	Temporary Health Information Management Personnel Services	6/30/2022
6	H-708130	California Community Foundation	My Brother's Keeper School-Based Interventions	6/30/2022
7	H-706458	Codebusters, Inc.	Temporary Health Information Management Personnel Services	6/30/2022
8	H-706456	CodeMed, Inc.	Temporary Health Information Management Personnel Services	6/30/2022
9	H-212780	ESO Solutions, Inc.	Data Management	6/30/2022
10	H-706065	Johnson Controls Fire Protection, LP	Preventive Maintenance And Repair	6/30/2022
11	H-706220	Lawrence Rudd, MD JD	Medical Malpractice Apportionment Consultant Services	6/30/2022
12	H-706454	Managed Resources, Inc., dba CodingAID	Temporary Health Information Management Personnel Services	6/30/2022
13	78811	Stay Green, Inc.	Landscape	6/30/2022
14	H-706477	Olympus America, Inc.	Endoscope Preventative Maintenance and Repair Services	7/31/2022
15	H-705979	The Center to Promote Healthcare Access, d.b.a. Alluma	Eligibility Services	8/31/2022

\* May not be an exhaustive list of all contracts expiring by September 30, 2022

**ATTACHMENT II  
PUBLIC HEALTH CONTRACTS**

<b>#</b>	<b>Contract #</b>	<b>Contractor</b>	<b>Service</b>	<b>Current Expiration</b>
1	PH-002881	Coachman Moore & Associates	STD Prevention Community Engagement Services in South Los Angeles	6/30/2022
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\* May not be an exhaustive list of all contracts expiring by September 30, 2022