

COCHISE COUNTY GRANT APPROVAL FORM

Form Initiator: Jennifer Steiger Department/Division: Health/PSD

Date Prepared: 9-12-13 Telephone: 432-9402

Grantor: ADHS Grant Title: Health Start Program

Grant Term From: 7/1/13 To: 9/30/14

Fund No/Dept. No: 245-5000-5200 Note: Fund No. will be assigned by the Finance Department if new.

New Grant Yes No Amendment No. 2 Increase \$ n/a Decrease \$ n/a

Briefly describe purpose of grant:

To promote healthy families and pregnancies among County residents with high risk factors for pregnancy and post partum issues. This is done through community health workers who act as guides and mentors starting with pregnancy and ending after the first two years of the child's life.

If amendment, provide reason:

This amendment is intended to renew funding for the FY11/12. to change the contract number from HP061025-003 to ADHS11-007047, and to update the uniform terms and conditions and the special terms and conditions as outlined on pages two and three of the amendment.

If this is a mandated service, cite source. If not mandated, cite indications of local customer support for this service:

Funding Sources	Federal Funds 332.100	State Funds 336.100	County Funds 391.000	Other	Total
Current Fiscal Year		\$301,800			\$301,800
Remaining Years					
Total Revenue		\$301,800			\$301,800

Is County match required? Yes No If yes, dollar amount \$ _____

Has this amount been budgeted? Yes No Identify Funding Source: ADHS

Federal Catalog of Federal Domestic Assistance (CFDA) No: _____

Method of collecting grant funds: Lump sum payment Quarterly payments Draw Reimbursement

Is revertment of unexpended funds required at end of grant period? Yes No

a) Total A-87 cost allocation 61,535

b) Amount of overhead allowed by grant \$18,675 County subsidy (a-b) \$42,860

Does Grantor accept indirect costs as an allowable expenditure? Yes No

If yes, dollar amount \$ 18,675 OR percentage allowed 12%

Number of new positions that will be funded from grant: 0% Number of existing positions funded from grant: 5

Executive Summary Form

Agenda Number: (CONTRACT NAME: Health Start)

Recommendation:

Approve Amendment 2 to IGA ADHS11-007047, Health Start Program, between the Arizona Department of Health Services, Bureau of Women's and Children's Health, and Cochise Health & Social Services, extending the contract through 9/30/14, in the amount of \$301,800.

Background (Brief):

The Health Department Maternal Child Health (MCH) program has received the Health Start grant for over 20 years and promotes healthy families and pregnancies among county residents. The grant serves women with a risk factor for pregnancy and post partum issues. The purpose is to reduce those risks through a community health worker program where medically trained community members act as a guide and mentor starting with the pregnancy and ending after the first two years of the child's life.

According to ADHS Maternal and Child Health data, Cochise County has the third highest rate of low birth weight infants in Arizona. As such, both mothers and children are at higher risk for preventable negative health outcomes. According to 2010 Census data there are approximately 3000 families in Cochise County with children under age 5. In 2012-2013 the Health Start Program served approximately 15% of those families. Even combined with the capacity of two other home visiting programs in Cochise County, we cannot reach even half of the families who need these services.

Fiscal Impact & Funding Sources:

This is a grant-funded, fixed-price program from the Arizona Department of Health Services in the amount of \$301,800 for the fifteen-month (July 2013 – September 2014) funding cycle.

The net county subsidy is calculated as follows (budgeted salaries/EREs are projected for the twelve-month funding cycle as based on current staffing levels):

Budgeted Salaries/EREs		155,628
A--87 Overhead at	39.54%	61,535
Collected Overhead at	12.00%	<u>18,675</u>
Net County Subsidy		42,860

Next Steps/Action Items/Follow-up:

Your approvals are respectfully requested.

Executive Summary Form

Impact of Not Approving:

Not approving this grant will cause the cessation of this value-added program to at-risk pregnant women and parenting families in Cochise County. The home visiting programs provided by Cochise County served over 450 families with over 1500 visits during fiscal year July 2012 - June 2013 in four communities (Sierra Vista, Willcox, Benson and Douglas) of the county.



CONTRACT AMENDMENT

**ARIZONA
DEPARTMENT OF
HEALTH SERVICES**
1740 W. Adams, Room
303
Phoenix, Arizona 85007
(602) 542-1040

Contract No: ADHS11-007047

Amendment No: 2

Sr. Procurement Specialist:
Tracy Chisler

Health Start Program

Effective October 1, 2013, it is mutually agreed that the contract referenced is amended as follows:

1. Pursuant to Uniform Terms and Conditions, Page Twelve, Provision C, **Contract Administration and Operation**, Paragraph 11, **Provision Scrutinized Business** is hereby deleted in its entirety.
2. Pursuant to Uniform Terms and Conditions, Provision C, **Contract Administration and Operation**, Paragraph Twelve (12) is added to the Contract as follows:
 12. Offshore Performance of Work Prohibited.
Any services that are described in the specifications or scope of work that directly serve the State of Arizona or its clients and involve access to secure or sensitive data or personal client data shall be performed within the defined territories of the United States. Unless specifically stated otherwise in the specifications, this paragraph does not apply to indirect or 'overhead' services, redundant back-up services or services that are incidental to the performance of the contract. This provision applies to work performed by subcontractors at all tiers.
3. Pursuant to Special Terms and Conditions, Page Nineteen (19), Provision C, Contract Extensions 5 Year Maximum, the Contract is hereby extended through **September 30, 2014**.
4. Pursuant to Special Terms and Conditions, Page Twenty-Four (24), Provision V, **Health Insurance Portability and Accountability Act of 1996**, is deleted and replaced with the following:

The Contractor warrants that it is familiar with the requirements of HIPAA, as amended by the Health Information Technology for Economic and Clinical Health Act (HITECH Act) of 2009, and accompanying regulations and will comply with all applicable HIPAA requirements in the course of this Contract. Contractor warrants that it will cooperate with the Arizona Department of Health Services (ADHS) in the course of performance of the Contract so that both ADHS and Contractor will be in compliance with HIPAA, including cooperation and coordination with the Arizona Strategic Enterprise Technology (ASET), Statewide Information Security and Privacy Office (SISPO) Chief Privacy Officer and HIPAA Coordinator and other compliance officials required by HIPAA and its regulations. Contractor will sign any documents that are reasonably necessary to keep ADHS and Contractor in compliance with HIPAA, including, but not limited to, business associate agreements.

All other provisions shall remain in their entirety.

Contractor hereby acknowledges receipt and acceptance of above amendment and that a signed copy must be filed with the Procurement Office before the effective date.

The above referenced Contract Amendment is hereby executed this _____ day of _____, 2013 at Phoenix, Arizona

Signature / Date

MARY GOMEZ DIRECTOR CHSS

Authorized Signatory's Name and Title:

Procurement Officer

Contractor's Name:

Cochise County Health Department



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If requested by the ADHS Procurement Office, Contractor agrees to sign a "Pledge To Protect Confidential Information" and to abide by the statements addressing the creation, use and disclosure of confidential information, including information designated as protected health information and all other confidential or sensitive information as defined in policy. In addition, if requested, Contractor agrees to attend or participate in HIPAA training offered by ADHS or to provide written verification that the Contractor has attended or participated in job related HIPAA training that is: (1) intended to make the Contractor proficient in HIPAA for purposes of performing the services required and (2) presented by a HIPAA Privacy Officer or other person or program knowledgeable and experienced in HIPAA and who has been approved by the ASET/SISPO Chief Privacy Officer and HIPAA Coordinator.

5. The Contract Item Pricing shall be revised in ProcureAZ to align with available funding upon execution of this Amendment Two (2). The pricing increased by **\$119,972.00** and will be updated in the ProcureAZ item tab to reflect the following line item changes:
 - a. Health Start increased by \$121,972.00 to reflect the new subtotal of **\$301,800.00**.
 - b. FASD decreased by \$2,000.00 to reflect the new subtotal of **\$0.00**.

INTERGOVERNMENTAL AGREEMENT DETERMINATION

Re: Intergovernmental Agreement serving women with risk factors for pregnancy and post partum issues by promoting healthy families and pregnancies through a community health worker program where medically trained community members act as a guide and mentor, starting with pregnancy and ending after the first two years of a child's life, in order to help reduce those risks factors to women and children; between the Arizona Department & Health Services and Cochise Health & Social Services.

The attached agreement, which is an agreement between public agencies, has been reviewed pursuant to A.R.S. §11-952 on behalf of the Cochise Health & Social Services by the undersigned Deputy County Attorney who has determined that it is in proper form and is within the powers and authority granted under the laws of the State of Arizona.

Approved as to form this 29th day of August, 2013.

EDWARD G. RHEINHEIMER
Cochise County Attorney

By: Terry Balmon
Terry Balmon
Deputy County Attorney