

# COCHISE COUNTY GRANT APPROVAL FORM

Form Initiator: Jennifer Steiger

Date Prepared: Aug 4, 2014

Point of Contact: Jennifer Steiger

Phone Number: 432-9402

Department: Health

## PRIMARY GRANT

Primary Grantor: ADHS

CFDA: [www.CFDA.gov](http://www.CFDA.gov)

Grant Title: Public Health Accreditation Preparation Activities

Grant Term From: Jan 6, 2014

To: Sep 30, 2014

Total Award Amount: 46,000

New Grant:  Yes  No

Grant No.: IGA# ADHS14-063015

Amendment No.: 1

Funding No.: 221

If new, Finance will assign a funding number.

Strategic Plan: Health & Wellbeing

District: CW

Mandated by Law?  Yes  No

Number of Positions Funded:

Asset(s) Acquired:

Briefly describe the purpose of the grant.

CHSS is pursuing formal accreditation status through the Public Health Accreditation Board (PHAB). The goal is to improve and protect the health of the residents we serve by advancing the quality and performance of our local health department.

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

PRIMARY FUNDING SOURCE:

Funding Year:  Federal Funds 332.100   
State Funds 336.100   
County Funds 391.000   
Other Funds:   
Total Funds:

Funding Year:  Federal Funds 332.100   
State Funds 336.100   
County Funds 391.000   
Other Funds:   
Total Funds:

Funding Year:  Federal Funds 332.100   
State Funds 336.100   
County Funds 391.000   
Total Revenue:

Has this amount been budgeted?  Yes  No

Method of collecting funds:  Lump Sum  Quarterly  Draw  Reimbursement

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

(a) Total A-87 Cost Allocation:  (b) Amount of overhead allowed by grant:

County Subsidy (a) - (b):

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

If yes, dollar amount or percentage allowed:

Second Grantor: n/a

Grant Term From: To:

Secondary Award Amount:

Grant No.:

Amendment No.:

Funding Year: Federal Funds 332.100

State Funds 336.100

County Funds 391.000

Other Funds:

Funding Year: Federal Funds 332.100

State Funds 336.100

County Funds 391.000

Other Funds:

Total Revenue:

Has this amount been budgeted? Yes No

Method of collecting funds: Lump Sum Quarterly Draw Reimbursement

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

(a) Total A-87 Cost Allocation: (b) Amount of overhead allowed by grant:

County Subsidy (a) - (b):

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

If yes, dollar amount or percentage allowed:

Is County match required?  Yes  No

County Match Source:

County match dollar amount or percentage:

Signature: J. Steiger

Board Approval: \_\_\_\_\_ Date \_\_\_\_\_

[Print Form](#)

[Submit by Email to Finance](#)

Please e-mail completed form to Finance [ldevore@cochise.az.gov](mailto:ldevore@cochise.az.gov).

**NOTE: Once approved by the Board of Supervisors, the department is responsible for sending a copy of the fully executed grant document to the Finance Department**

Executive Summary Form

**Agenda Number: HLT--**

**Recommendation:**

Approve Amendment 1 to IGA#: ADHS14-063015, Public Health Accreditation Preparation Activities, between the Arizona Department of Health Services and Cochise Health & Social Services, in the amount of \$46,000, for the period of January 6, 2014 through September 30, 2015.

**Background:**

CHSS is pursuing formal accreditation status through the Public Health Accreditation Board (PHAB). The goal is to improve and protect the health of the residents we serve by advancing the quality and performance of our local health department. This national accreditation program sets standards against which the nation's more than 3,000 PH departments can be measured.

The PHAB peer review process provides valuable feedback to inform PH departments of our strengths and opportunities for improvement. PHAB accreditation will also allow us to have access to best practices, and the considerable resources of PHAB and its national and local partners. The ADHS is fully committed to the advancement of this accreditation throughout the State and will be applying for accreditation as a State Health Department in the near future. At this time, seven county health departments in Arizona are planning to apply for accreditation in 2014 and two others are planning to apply in 2015. To demonstrate ADHS's commitment to this process, they are offering these IGAs to counties who are pursuing accreditation.

The amount awarded to Cochise County is \$46,000. The PHAB accreditation fee for CHSS will be \$27,030 based upon the population we serve. This fee can be paid over a period of five years. After this fee is paid, CHSS would have approximately \$18,000 under this IGA to hire a consultant and pay the wages of an accreditation coordinator. CHSS has begun the PHAB accreditation process at the same time as ADHS and the other Arizona counties so that we will be applying under the same version of the PHAB standards. These standards are due to be updated later this year and would make the sharing of resources between our agencies more complicated. The process begins with signing a Statement of Intent (SOI) with PHAB and could take up to three years to complete.

**Fiscal Impact & Funding Sources:**

Grant Title	Contract #	Amount	Salaries + ERE's	Authorized Overhead	A-87 OH @44.44%	Net Co. Subsidy
PHAPA	ADHS14-063015	\$46,000	\$12,952	\$0 *	\$5,756	\$5,756

**Next Steps/Action Items/Follow-up:**

Your approval is respectfully requested.

**Impact of Not Approving:**

Unable to apply for PHAB accreditation and lost opportunity to take advantage of this funding source.



# INTERGOVERNMENTAL AGREEMENT (IGA) AMENDMENT

ARIZONA DEPARTMENT OF HEALTH SERVICES  
1740 West Adams, Room 303  
Phoenix, Arizona 85007  
(602) 542-1040  
(602) 542-1741 FAX

Contract No.: ADHS14-063015

Amendment No.: 1

Procurement Officer:  
Jacqueline Ortega-Avila

## PUBLIC HEALTH ACCREDITATION PREPARATION ACTIVITIES

Effective April 11, 2014, it is mutually agreed that the Intergovernmental Agreement referenced is amended as follows:

- Pursuant to Page Thirteen (13), Scope of Work, Provision Six (6), **Deliverables**, the Agreement is hereby revised by adding the following;

### 6. DELIVERABLES

- 6.3 Selection of one (1) nurse to attend the Association of Public Health Nurses (APHN) Conference May 4<sup>th</sup> through May 7<sup>th</sup>, 2014 (Conference).

- 6.3.1 The attendee to the Conference will join ad hoc workgroup to identify Accreditation Domain specific information for focus/attendance at presentations, create outcomes for attending the Conference and create resources report after the Conference to share and benefit all Arizona County Directors of Nursing Association (ACDONA) members.

ALL OTHER PROVISIONS OF THIS AGREEMENT REMAIN UNCHANGED.

Contractor Name:

*Mary Gomez*  
Authorized Signature

COCHISE HEALTH & SOCIAL SERVICES

1415 WEST MELODY LANE, BUILDING A

MARY GOMEZ  
Print Name

Address:

BISBEE

ARIZONA

85603

CHSS DIRECTOR  
Title

City

State

Zip

Pursuant to A.R.S. § 11-952, the undersigned public agency attorney has determined that this Intergovernmental Agreement is in proper form and is within the powers and authority granted under the laws of Arizona

This Intergovernmental Agreement Amendment shall be effective the date indicated. The Public Agency is hereby cautioned not to commence any billable work or provide any material, service or construction under this IGA until the IGA has been executed by an authorized ADHS signatory.

*Jenny Bannon* 7/10/14  
Signature Date

State of Arizona

Jenny Bannon Deputy Co. Atty  
7/10/14  
Print Name Title

Signed this \_\_\_\_\_ day of \_\_\_\_\_ 2014.

Procurement Officer

Attorney General Contract No.: P00120123000033, which is an Agreement between public agencies, has been reviewed pursuant to A.R.S. § 11-952 by the undersigned Assistant 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.

RESERVED FOR USE BY THE SECRETARY OF STATE

**Under House Bill 2011, A.R.S. § 11-952 was amended to remove the requirement that Intergovernmental Agreements be filed with the Secretary of State.**

Signature Date  
Assistant Attorney General  
Print Name Title



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**Jacqueline Ortega-Avila**

- 6.3.2 As part of the funding process, the attendee will be required to participate in ADHS sponsored workgroup conference calls and actions to develop the resource report: The attendee shall:
- 6.3.2.1 Participate in the April workgroup call for Conference pre-planning,
  - 6.3.2.2 Participate in the May workgroup call for Conference debrief and report outline call, and
  - 6.3.2.3 Participate in the June workgroup call for reporting out to ACDONA and distributing resources to all ACDONA members.

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(602) 542-1040  
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Procurement Officer:  
**Jacqueline Ortega-Avila**

Contract No.: **ADHS14-063015**Amendment No.: **1****REVISED PRICE SHEET****Effective April 11, 2014****ADHS will pay for completed Tasks monthly upon receipt of an Invoice from the County**

<b>Description</b>	<b>Budget Amount</b>
<b>Category 5:</b>	
<b>PHAB Fees to apply for Accreditation</b>	<b>\$27,030.00</b>
<b>Category 3:</b>	
<b>Building a Culture of Quality Improvement:</b> Detailed written description of process and criteria for identifying and initiating appropriate QI projects	<b>\$8,985.00</b>
<b>Category 3:</b>	
<b>Building a Culture of Quality Improvement:</b> Detailed written description of the LHD's plan for regularly communicating about QI activities in the department	<b>\$8,985.00</b>
Funding to support one (1) nurse to attend the Association of Public Health Nurses (APHN) Conference May 4th – 7th 2014	<b>\$1,000.00</b>
<b>Total Contract Amount Not to Exceed</b>	<b>\$46,000.00</b>