CA086452

SHELBY COUNTY BOARD OF COMMISSIONERS
AGENDA ROUTE SHEET

Referred to Commission Committee (name) Hospitals & Health

For Commission Action on (date) April 14, 2008

Resolution to accept a grant award from the Department of Health and Human Services, Health Resources and Services Administration to Shelby County Government on behalf of the Memphis and Shelby County Health Department in the amount of $5,286,370.00 for the purpose of administering HIV Emergency Relief Project grants for the period of April 1, 2008 – March 31, 2009 and amending the FY 2007-2008 Operating Budget and the FY2007-2008 Position Control budget to establish two (2) new budgets. Sponsored by Commissioner Joyce Avery.

CHECK ALL THAT APPLY BELOW:

_____ This Action does NOT require expenditure of funds.

___X___ This Item requires/approves expenditure of funds as follows (complete all that apply):

County General Funds: $_____: County CIP Funds: $_____

State Grant Funds: $_____: State Gas Tax Funds: $_____

Federal Grant Funds: $ 5,286,370.00

Other funds (Specify source and amount): $_____

Other pass-thru funds (Specify source and amount): $ _____

Originating Department: Division of Health Services – Personal Health Department

APPROVAL:

Dept. Head:	Johnathan Russell 544-7585 (Type your name & phone #.)	JR (Initials)	03/31/08 (Date)
Division Director:	Yvonne S. Madlock 544-7583 (Type your name & phone #.)	YSM (Initials)	3/31/08 (Date)
CIP – A&F Director:	(Type your name & phone #.)	(Initials)	(Date)
Finance Dept.:	Michael A. Swift 545-4449 (Type your name & phone #.)	MAS (Initials)	4/1/08 (Date)
County Attorney:	Fred E. Jones, Jr. 545-4611 (Type your name & phone #.)	FJ (Initials)	4-1-08 (Date)
CAO/Mayor:	James Huntzicker 545-4514 (Type your name & phone #.)	JH (Initials)	4/2/08 (Date)

CONTRACT AND ENCUMBRANCE INFORMATION SHEET

THIS SHEET MUST BE COMPLETED AND SIGNED BY THE DEPARTMENT HEAD AND DIVISION DIRECTOR, AND, IF APPLICABLE, THE HEALTH POLICY COORDINATOR, AND ATTACHED TO ALL CONTRACT AND RESOLUTION PACKETS BEFORE ANY ACTION WILL BE TAKEN.

1. **Department Requesting Services:** HEALTH DEPARTMENT

2. **Preparer's Name, Telephone #, and E-Mail Address:**
   Johnathan Russell 544-7585 johnathan.russell@shelbycountytn.gov

3. **DESCRIPTION OF ITEM TO BE PURCHASED, BUILT, OR SERVICE TO BE PROVIDED:**
   To administer HIV Relief Projects through the Ryan White Part A program at Memphis and Shelby County Health Department.

4. **NAME, ADDRESS, VENDOR NUMBER, SOCIAL SECURITY NUMBER, AND/OR FEDERAL I.D NUMBER OF VENDOR/CONSULTANT/AGENCY WITH WHICH SHELBY COUNTY WILL BE CONTRACTING:**
   Department of Health and Human Services, Health Resources and Services Administration
   5600 Fishers Lane RM 7A-39
   Rockville, MD 20857-0001
   VENDOR NO./FED ID NO. N/A

5. **COST OF ITEM OR SERVICE REQUESTED:** $5,286,370.00 Revenue

6. **TERM OF PROPOSED CONTRACT/AGREEMENT:** 04/01/08 - 03/31/09

7. **FUND, ORG, AND ACCOUNT NUMBER (13 DIGITS) **FOR MULTIPLE ACCOUNTS, PLEASE SPECIFY DOLLAR AMOUNT FOR EACH****
   451-400590 $5,286,370.00 Revenue
   No encumbrance required.

8. **COMMODITY CODE:** 961

9. **VENDOR/CONSULTANT/AGENCY SELECTED BY (CHECK ONE) :**
   ****PLEASE ATTACH APPROVAL DOCUMENTS****

   a. _____ Bid/RFP Process - # & Date Revenue Contract with DHHS
   b. _____ Emergency/Sole Source

10. **LOSB/MBE INFORMATION: Please check the appropriate description**

    _____ MBE (MINORITY OWNED BUSINESS ENTERPRISE)
    _____ MALE _____ FEMALE
    _____ WBE (WOMEN OWNED BUSINESS ENTERPRISE)
    _____ LOSB (LOCALLY OWNED SMALL BUSINESS)
    ANNUAL SALES DOES NOT EXCEED $3 MILLION
    X N/A

11. **SPECIAL INSTRUCTIONS (ROUTING, FUNDING, BUDGET TRANSFER IN PROCESS)**

REVIEWED AND APPROVED BY:

3/18/08
DEPARTMENT HEAD

3/20/08
DIVISION DIRECTOR

HEALTH POLICY COORDINATOR DATE
(If Applicable)

SUMMARY SHEET

I. Description of Item

This resolution requests approval of grant award and appropriations of funds to amend the Memphis and Shelby County Health Department FY 2007-2008 Operating Budget in the amount of $1,321,593 (total award is $5,286,370), and amend the Position Control Budget for the administration of the Ryan White Part A grant program, formula and supplemental awards.

II. Source and Amount of Funding

A. DHHS-Health Resources and Services Administration

Ryan White Part A Operating Budget number	Formula 451-400590	Supplemental 451-400592	Total
Budget for FY 07-08	$ 902,139	$ 419,454	**$1,321,593**
Budget for FY 08-09	2,706,415	1,258,362	3,964,777
Total award	$3,608,544	$1,677,816	**$5,286,370**

B. There are no other costs, directly associated with this Resolution.

C. There are no additional or subsequent obligations or expenses for which Shelby County will ultimately be responsible.

III. Contract Items

A. This is a grant award from the Department of Health and Human Services Shelby County on behalf of the Health Department to provide funding for the emergency relief of HIV in Memphis TGA.

B. Grant is for the period of April 1, 2008 - March 31, 2009 in the amount of $5,286,370.00.

IV. Additional Information Relevant to Approval of this Item

A. Administration recommends approval of this Resolution.

B. The first year's Notice of Grant Award in the amount of $5,018,703 for the period of April 1, 2007 through February 29, 2008 was originally issued May 16, 2007 and amended to extend the program by a month on December 14, 2007 to extend that grant year until March 31, 2008. The original grant was the result of competitive federal grant award for the provision of administering of Ryan White Part A funds, with clinical quality management supervised from within the Office of Nursing.

C. Per the terms of the approved grant award, Shelby County will subcontract with the United Way of the Mid-South to serve as an administrator to subcontract and disburse funds to medical and service providers. Those providers will be selected by Shelby County Government through the Request For Proposal (RFP) process.

D. Contract is for the period of April 01, 2008 – March 31, 2009 in the amount of $5,286,370.00.

E. This grant provides for a significant expansion of access to HIV outpatient medical care, case management, nutrition therapy and supplements, dental care, pharmaceutical assistance, mental health, substance abuse services, transportation and insurance assistance for persons living with HIV (PLHW) in the Memphis Transitional Grant Area (TGA), which includes;

a.) Shelby County, Tipton County, and Fayette County in Tennessee
b.) DeSoto County, Tunica County, Marshall County, and Tate County in Mississippi
c.) Crittenden County in Arkansas

ITEM NO: _____ PREPARED BY: Johnathan Russell JR

APPROVED BY: _____

Resolution to accept a grant award from the Department of Health and Human Services, Health Resources and Services Administration to Shelby County Government on behalf of the Memphis and Shelby County Health Department in the amount of $5,286,370.00 for the purpose of administering HIV Emergency Relief Project grants for the period of April 1, 2008 – March 31, 2009 and amending the FY 2007-2008 Operating Budget and the FY2007-2008 Position Control budget to establish two (2) new budgets. Sponsored by Commissioner Joyce Avery.

WHEREAS, That a Notice of Grant award for $5,286,370.00 from the Department of Health and Human Services to Shelby County Government on behalf of the Memphis and Shelby County Health Department to provide funding for emergency relief of HIV in Memphis Transitional Grant Area for the period of April 01, 2008 – March 31, 2009, was issued on February 27, 2008; and

WHEREAS, That it is necessary to amend the FY 2007-2008 Operating Budget for the Ryan White Part A Formula Grant Exhibit A to account for this activity; and

WHEREAS, That it is necessary to amend the FY 2007-2008 Position Control as shown on Exhibit B to account for this activity; and

WHEREAS, That all costs of this activity are reimbursable by the grant.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF SHELBY COUNTY, TENNESSEE, That the FY 2007-2008 Operating Budget is hereby amended and funds appropriated as per Exhibit A which is attached hereto and incorporated herein by reference.

BE IT FURTHER RESOLVED, That the FY 2007-2008 Shelby County Position Control Budget is hereby amended as shown on Exhibit B, which is attached hereto and incorporated herein by reference.

BE IT FURTHER RESOLVED, That the County Mayor and the Director of Administration and Finance are authorized to issue their warrant or warrants in amounts to the extent of appropriations made in this resolution and to take proper credit in their accounting therefore.

_____
A C Wharton, Jr., County Mayor

Date: _____

ATTEST:

_____
Clerk of County Commission

ADOPTED: _____

DIVISION OF HEALTH SERVICES
RYAN WHITE PART A (FORMULA)
APRIL 1, 2008 - JUNE 30, 2008
BUDGET No. 451-400590

ACCT. NO.	ACCOUNT NAME	CURRENT BUDGET	DIFFERENCE	FY08-09 BUDGET
4401	FEDERAL GRANTS	-	(902,139)	(902,139)
	TOTAL FEDERAL REVENUE	-	(902,139)	(902,139)
5102	SALARIES & LABOR	-	95,958	95,958
5111	SALARY & FRINGE REIMB	-	-	-
	TOTAL SALARIES & OVERTIME	-	95,958	95,958
5510	RETIREMENT SYSTEM CO A	-	6,717	6,717
5511	OPEB RETIREE INSURANCE	-	6,237	6,237
5516	MEDICARE COVERAGE (MQFE)	-	1,295	1,295
5520	GROUP LIFE INSURANCE	-	653	653
5543	CIGNA INSURANCE	-	9,562	9,562
5560	LONG TERM DISABILITY	-	1,535	1,535
5591	OJI EXPENSE	-	1,487	1,487
5592	UNEMPLOYMENT COMP	-	316	316
	TOTAL FRINGES	-	27,803	27,803
6016	DATA PROC. SUPPLIES	-	11,000	11,000
6026	EXPENDABLE FURNITURE & EQUIP	-	17,000	17,000
6028	FOOD & FEED PURCHASES	-	2,876	2,876
6042	MATERIALS & SUPPLIES	-	7,141	7,141
6046	MEDICAL SUPPLIES	-	-	-
6052	OFFICE SUPPLIES	-	2,500	2,500
6054	PAPER PRODUCTS	-	4,000	4,000
6068	POSTAGE	-	1,000	1,000
	TOTAL SUPPLIES	-	45,517	45,517
6419	EDUCATION & TRAINING EXP	-	2,000	2,000
6446	LOCAL TRANSPORTATION	-	10,308	10,308
6467	TRAVEL	-	26,109	26,109
	TOTAL SERVICES	-	38,417	38,417
6637	OUTSIDE CONTRACTS	-	677,333	677,333
	TOTAL PROF. & CONTRACTED	-	677,333	677,333
6771	COMMUNICATIONS SERVICES	-	3,111	3,111
6777	MAINTENANCE BLDG & GROUNDS	-	5,000	5,000
	TOTAL RENT, UTILITIES & MAINT.	-	8,111	8,111
6852	PRINTING - INSIDE	-	3,500	3,500
6854	POSTAL SERVICES	-	500	500
6874	COMMUNICATION SERVICES	-	5,000	5,000
	TOTAL O&M CONTRA EXPENDITURES	-	9,000	9,000
	TOTAL EXPENDITURES	-	902,139	902,139
	NET COST	-	-	-

DIVISION OF ROADS & PUBLIC WORKS
PRINTING SERVICES
JULY 1, 2007 - JUNE 30, 2008
BUDGET No. 961-307305

ACCT. NO.	ACCOUNT NAME	CURRENT BUDGET	DIFFERENCE	FY07-08 BUDGET
4262	SERVICE INCOME	(1,538,354)	(3,500)	(1,541,854)
6461	PRINTING - OUTSIDE	392,362	3,500	395,862
	NET OPERATIONS	(1,145,992)	-	(1,145,992)

DIVISION OF ROADS & PUBLIC WORKS
MAIL SERVICES
JULY 1, 2007 - JUNE 30, 2008
BUDGET No. 961-307304

ACCT. NO.	ACCOUNT NAME	CURRENT BUDGET	DIFFERENCE	FY07-08 BUDGET
4262	SERVICE INCOME	(1,331,281)	(500)	(1,331,781)
6068	POSTAGE	994,355	500	994,855
	NET OPERATIONS	(336,926)	-	(336,926)

DIVISION OF ADMINISTRATION & FINANCE
TELECOMMUNICATIONS
JULY 1, 2007 - JUNE 30, 2008
BUDGET No. 961-201501

ACCT. NO.	ACCOUNT NAME	CURRENT BUDGET	DIFFERENCE	FY07-08 BUDGET
4262	SERVICE INCOME	(4,074,247)	(5,000)	(4,079,247)
6771	COMMUNICATION EXPENSE	3,328,141	5,000	3,333,141
	NET OPERATIONS	(746,106)	-	(746,106)

DIVISION OF HEALTH SERVICES
RYAN WHITE PART A (SUPPLEMENTAL)
APRIL 1, 2008 - JUNE 30, 2008
BUDGET No. 451-400592

ACCT. NO.	ACCOUNT NAME	CURRENT BUDGET	DIFFERENCE	FY08-09 BUDGET
4401	FEDERAL GRANTS	-	(419,454)	(419,454)
	TOTAL FEDERAL REVENUE	-	(419,454)	(419,454)
5102	SALARIES & LABOR	-	67,393	67,393
5111	SALARY & FRINGE REIMB	-	-	-
	TOTAL SALARIES & OVERTIME	-	67,393	67,393
5510	RETIREMENT SYSTEM CO A	-	4,717	4,717
5511	OPEB RETIREE INSURANCE	-	4,381	4,381
5516	MEDICARE COVERAGE (MQFE)	-	910	910
5520	GROUP LIFE INSURANCE	-	458	458
5543	CIGNA INSURANCE	-	7,964	7,964
5560	LONG TERM DISABILITY	-	1,078	1,078
5591	OJI EXPENSE	-	1,045	1,045
5592	UNEMPLOYMENT COMP	-	222	222
	TOTAL FRINGES	-	20,775	20,775
6016	DATA PROC. SUPPLIES	-	10,000	10,000
6026	EXPENDABLE FURNITURE & EQUIP	-	10,000	10,000
6028	FOOD & FEED PURCHASES	-	-	-
6042	MATERIALS & SUPPLIES	-	10,000	10,000
6046	MEDICAL SUPPLIES	-	50,000	50,000
6052	OFFICE SUPPLIES	-	5,000	5,000
6054	PAPER PRODUCTS	-	500	500
6068	POSTAGE	-	500	500
	TOTAL SUPPLIES	-	86,000	86,000
6419	EDUCATION & TRAINING EXP	-	3,000	3,000
6446	LOCAL TRANSPORTATION	-	4,324	4,324
6467	TRAVEL	-	5,000	5,000
	TOTAL SERVICES	-	12,324	12,324
6637	OUTSIDE CONTRACTS	-	218,963	218,963
	TOTAL PROF. & CONTRACTED	-	218,963	218,963
6771	COMMUNICATIONS SERVICES	-	2,500	2,500
6777	MAINTENANCE BLDG & GROUNDS	-	-	-
	TOTAL RENT, UTILITIES & MAINT.	-	2,500	2,500
6852	PRINTING - INSIDE	-	5,000	5,000
6854	POSTAL SERVICES	-	4,000	4,000
6874	COMMUNICATION SERVICES	-	2,500	2,500
	TOTAL O&M CONTRA EXPENDITURES	-	11,500	11,500
	TOTAL EXPENDITURES	-	419,454	419,454
	NET COST	-	-	-

DIVISION OF ROADS & PUBLIC WORKS
PRINTING SERVICES
JULY 1, 2007 - JUNE 30, 2008
BUDGET No. 961-307305

ACCT. NO.	ACCOUNT NAME	CURRENT BUDGET	DIFFERENCE	FY07-08 BUDGET
4262	SERVICE INCOME	(1,538,354)	(5,000)	(1,543,354)
6461	PRINTING - OUTSIDE	392,362	5,000	397,362
	NET OPERATIONS	(1,145,992)	-	(1,145,992)

DIVISION OF ROADS & PUBLIC WORKS
MAIL SERVICES
JULY 1, 2007 - JUNE 30, 2008
BUDGET No. 961-307304

ACCT. NO.	ACCOUNT NAME	CURRENT BUDGET	DIFFERENCE	FY07-08 BUDGET
4262	SERVICE INCOME	(1,331,281)	(4,000)	(1,335,281)
6068	POSTAGE	994,355	4,000	998,355
	NET OPERATIONS	(336,926)	-	(336,926)

DIVISION OF ADMINISTRATION & FINANCE
TELECOMMUNICATIONS
JULY 1, 2007 - JUNE 30, 2008
BUDGET No. 961-201501

ACCT. NO.	ACCOUNT NAME	CURRENT BUDGET	DIFFERENCE	FY07-08 BUDGET
4262	SERVICE INCOME	(4,074,247)	(2,500)	(4,076,747)
6771	COMMUNICATION EXPENSE	3,328,141	2,500	3,330,641
	NET OPERATIONS	(746,106)	-	(746,106)

DIVISION OF HEALTH SERVICES
RYAN WHITE PART A (FORMULA)
APRIL 1, 2008 - JUNE 30, 2008
BUDGET No. 451-400590
COST CENTER HZ590

POSITION NO.	JOB TITLE	STATUS	COMPENSATION CURRENT	DIFFERENCE	PROPOSED
70600	Program Manager	F	-	15,034	15,034
70601	Public Health Coordinator (Young)	F	-	12,638	12,638
80671	Public Health Coordinator	F	-	6,915	6,915
70602	Administrative Tech	V	-	15,359	15,359
70603	Accountant A (Simmons)	F	-	6,368	6,368
861141	QM Coordinator (Lawrence)	F	-	10,976	10,976
80670	QM Nurse Specialists (Everett)	F	-	3,396	3,396
70605	Clerical Specialist A	V	-	12,635	12,635
20557	Epidemiologist (McGoy)	F	-	12,638	12,638
	Total		-	95,958	95,958

PER PAY PERIOD - APRIL 2008 THRU JUNE 30, 2008

POSITION NO.	JOB TITLE	STATUS	COMPENSATION CURRENT	DIFFERENCE	PROPOSED
70600	Program Manager	F	0	2,506	2,506
70601	Public Health Coordinator (Young)	F	0	2,106	2,106
80671	Public Health Coordinator	F	0	1,152	1,152
70602	Administrative Tech	V	0	2,560	2,560
70603	Accountant A (Simmons)	F	0	1,061	1,061
861141	QM Coordinator (Lawrence)	F	0	1,829	1,829
80670	QM Nurse Specialists (Everett)	F	0	566	566
70605	Clerical Specialist A	V	0	2,106	2,106
20557	Epidemiologist (McGoy)	F	0	2,106	2,106
	Total		-	15,993	15,993

DIVISION OF HEALTH SERVICES
RYAN WHITE PART A NON-FORMULA (SUPPLEMENTAL)
APRIL 1, 2008 - JUNE 30, 2008
BUDGET No. 451-400592
COST CENTER HZ592

POSITION NO.	JOB TITLE	STATUS	COMPENSATION CURRENT	DIFFERENCE	PROPOSED
80679	Nutritionist (Woodson)	F	-	12,963	12,963
80681	Nutritionist	V	-	12,295	12,295
80683	Case Manager	V	-	10,411	10,411
80684	Case Manager	V	-	10,411	10,411
80685	Case Manager	V	-	10,411	10,411
80682	Lead Case Manager	F	-	10,902	10,902
	Total		-	67,393	67,393

PER PAY PERIOD - APRIL 2008 THRU JUNE 30, 2008

POSITION NO.	JOB TITLE	STATUS	COMPENSATION CURRENT	DIFFERENCE	PROPOSED
80679	Nutritionist (Woodson)	F	0	2,161	2,161
80681	Nutritionist	V	0	2,049	2,049
80683	Case Manager	V	0	1,735	1,735
80684	Case Manager	V	0	1,735	1,735
80685	Case Manager	V	0	1,735	1,735
80682	Lead Case Manager	F	0	1,817	1,817
	Total		-	11,232	11,232