

**THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS  
ACTION AGENDA SUMMARY**

DEPT: HEALTH SERVICES AGENCY

BOARD AGENDA # \*B-20

Urgent  Routine

AGENDA DATE June 5, 2001

CEO Concurs with Recommendation YES ph NO   
(Information Attached)

4/5 Vote Required YES  NO

SUBJECT: APPROVAL OF CONTRACT #99-85761, AMENDMENT #03 WITH THE STATE DEPARTMENT OF HEALTH SERVICES FOR THE WOMEN, INFANTS, AND CHILDREN (WIC) SUPPLEMENTAL NUTRITION PROGRAM.

STAFF  
RECOMMEN-  
DATIONS:

1. APPROVAL OF CONTRACT #99-85761, AMENDMENT #03 WITH THE STATE DEPARTMENT OF HEALTH SERVICES FOR THE WOMEN, INFANTS, AND CHILDREN (WIC) SUPPLEMENTAL NUTRITION PROGRAM.
2. AUTHORIZE THE HEALTH SERVICES AGENCY MANAGING DIRECTOR OR HER DESIGNEE TO SIGN AND EXECUTE THE CONTRACT AMENDMENT.

FISCAL  
IMPACT:

The period of Contract #99-85761 is from October 1, 1999 through September 30, 2002. The maximum total allocation for this three-year contract has been amended to \$5,155,188.00. The amount allocated for federal fiscal year 2000 - 2001 is \$1,756,848, which is a \$138,602 increase from the original contract. This money has been included in the County budget. These are Federal dollars. There is no cost to the County's general funds or the County's Realignment Health Trust Fund.

BOARD ACTION

No. 2001-390

On motion of Supervisor Simon, Seconded by Supervisor Caruso, and approved by the following vote,

Ayes: Supervisors: Mayfield, Blom, Simon, Caruso, and Chair Paul  
Noes: Supervisors: None  
Excused or Absent: Supervisors: None  
Abstaining: Supervisor: None

- 1)  Approved as recommended
- 2)  Denied
- 3)  Approved as amended

Motion:

Christine Ferraro File No.

APPROVAL OF CONTRACT #99-85761, AMENDMENT #03 WITH THE STATE DEPARTMENT OF HEALTH SERVICES FOR THE WOMEN, INFANTS, AND CHILDREN (WIC) SUPPLEMENTAL NUTRITION PROGRAM.

PAGE: 2

**DISCUSSION:** WIC is a federally funded program, by the United States Department of Agriculture (USDA), for pregnant, breastfeeding, and postpartum women, infants 0-12 months, and children under the age of five, who are determined at nutritional risk. The program provides nutrition education and supplemental food in the form of printed checks which participants can exchange for specified foods from vendors. The program also serves as a gateway and an adjunct to ongoing health care, which is essential to the WIC population.

The goals of the WIC Program are: 1) decrease the prevalence of low birth weight infants, 2) reduce pregnancy complications, 3) reduce iron deficiency anemia in women, infants, and children, and 4) promote optimum growth and development of infants and young children. Studies have indicated that for every dollar invested in the WIC Program, there is a savings of three dollars in Medicaid costs.

The program caseload in Stanislaus County for 2000-01 is 15,675 participants per month. Currently, the program serves 95-100% of caseload. For the last five years, WIC in this County has integrated services with other health service providers such as well baby clinic, immunization clinic, and family planning services, in the delivery of a seamless system for county residents. There are currently 10 WIC sites located throughout the County. All of these sites are co-located with other services, including the HSA primary care clinics, and some head start sites.

WIC is a cost effective prevention program. The County's economy and growth also benefit from the program since local grocers receive an average monthly revenue of \$850,000.00 from redeemed food vouchers.

The additional funding provided in this amendment will allow the program to fill one of the vacant clerical positions, and enhance the phone system for the provision of better customer service. In addition, the increased funding will assist the Program to absorb the increasing costs of rent, utilities and CAP charges.

**POLICY  
ISSUES:**

Approval of the contract will assure the County to receive the funding for the provision of WIC services to the residents of Stanislaus County. This agenda item supports the Board's priority of ensuring a Safe and Healthy Community, and facilitating Economic Development.

**STAFFING  
IMPACTS:**

Required staffing is included in the budget.

**DEPARTMENT OF HEALTH SERVICES**  
**WOMEN, INFANTS, AND CHILDREN (WIC)**  
**SUPPLEMENTAL NUTRITION BRANCH**  
 3901 LENNANE DRIVE  
 P.O. BOX 942732  
 SACRAMENTO, CA 95834-7320  
 (916) 928-8500



June 27, 2001

Ms. Beverly M. Finley  
 Managing Director  
 Stanislaus County Health Services Agency  
 830 Scenic Drive  
 Modesto, CA 95350

**Re: #99-85761-03**

**CONTRACTOR NOTICE/INSTRUCTIONS**

Dear Ms. Finley:

Enclose for your records is your fully executed contract copy. Include DHS's contract number on all invoices and future correspondence related to this contract.

Any inquires regarding this contract amendment should be directed to your contract analyst in the Local Agency Contract Unit (LACU), Department of Health Services (DHS), Women, Infants and Children (WIC) Supplemental Nutrition Branch using the above referenced contract/amendment number.

Department of Health Services  
 Women, Infants & Children (WIC) Supplemental Nutrition Branch  
 Attn: LACU Analyst  
 3901 Lennane Drive  
 P.O. Box 942732  
 Sacramento, CA 95834

Local Agency Contract Unit

Enclosures

Final Distribution Letter

BOARD OF SUPERVISORS  
 2001 JUN - 3 P 2:11

# STANDARD AGREEMENT -- APPROVAL BY THE ATTORNEY GENERAL

STD. 2 (REV. 5/91)

THIS AGREEMENT, made and entered into this 2<sup>nd</sup> day of October, 2000

in the State of California, by and between State of California, through its duly elected or appointed, qualified and acting

CONTRACT NUMBER	AM. NO.
99-85761	03
TAXPAYER'S FEDERAL EMPLOYER IDENTIFICATION NUMBER	
94-6000540	

TITLE OF OFFICER ACTING FOR STATE	AGENCY	
Chief, Program Support Branch	Department of Health Services, Women, Infants, and Children (WIC) Supplemental Nutrition Program	, hereafter called the State, and
CONTRACTOR'S NAME		

Stanislaus County Health Services Agency, hereafter called the Contractor,

WITNESSETH: That the Contractor for and in consideration of the covenants, conditions, agreements, and stipulations of the State hereinafter expressed, does hereby agree to furnish to the State services and materials as follows: *(Set forth service to be rendered by Contractor, amount to be paid Contractor, time for performance or completion, and attach plans and specifications, if any.)*

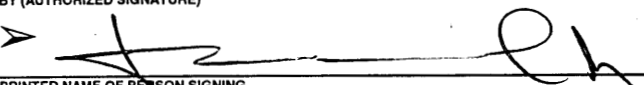
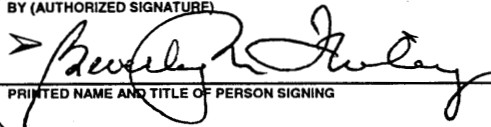
In that certain agreement between the State and the Contractor, dated October 1, 1999.

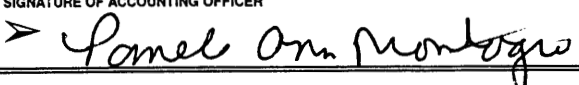
A. Article I, GENERAL PROVISIONS, Section C, Maximum Amount Payable, paragraphs 1 and 2, subparagraphs b and c are amended to read:

- "1. Subject to those provisions limiting the State's liability and addressing funding reductions in subsequent state fiscal years, the amounts payable under this contract are increased by:
  - b. \$138,602 for the budget period of October 1, 2000 through September 30, 2001, and shall not exceed the amended amount of \$1,756,848.
  - c. \$92,277 for the budget period of October 1, 2001 through September 30, 2002, and shall not exceed the amended amount of \$1,710,751.
  
2. The maximum amount payable under this contract term shall not exceed \$5,155,188."

CONTINUED ON 2 SHEETS, EACH BEARING NAME OF CONTRACTOR AND CONTRACT NUMBER

The provisions on the reverse side hereof constitute a part of this agreement.  
 IN WITNESS WHEREOF, this agreement has been executed by the parties hereto, upon the date first above written.

STATE OF CALIFORNIA		CONTRACTOR	
AGENCY	Department of Health Services	CONTRACTOR (IF OTHER THAN AN INDIVIDUAL, STATE WHETHER A CORPORATION, PARTNERSHIP, ETC.) Stanislaus County Health Services Agency (Gov't)	
BY (AUTHORIZED SIGNATURE)		BY (AUTHORIZED SIGNATURE)	
PRINTED NAME OF PERSON SIGNING	Ed Stahlberg	PRINTED NAME AND TITLE OF PERSON SIGNING	Beverly M. Finley, Managing Director
TITLE	Chief, Program Support Branch	ADDRESS	830 Scenic Drive, Modesto, CA, 95350

AMOUNT ENCUMBERED BY THIS DOCUMENT	PROGRAM/ CATEGORY (CODE AND TITLE)		FUND TITLE	
	\$138,602		20 Primary Care and Family Health	
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT	\$3,305,835		Federal	
TOTAL AMOUNT ENCUMBERED TO DATE	ITEM	CHAPTER	STATUTE	FISCAL YEAR
\$3,444,437	4260-111-0890	52	2000	00-01
	OBJECT OF EXPENDITURE (CODE AND TITLE)			
	00-52421-4999-741-03-10557L-00 = \$138,602 WIC/NSA			
	I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.		T.B.A. NO.	B.R. NO.
	SIGNATURE OF ACCOUNTING OFFICER		DATE	
			3/14/01	

Department of General Services  
 Use Only  
 Exempt From DGS Approval Per  
 DGS Exemption Notice #99.4KA2

B. Article I, GENERAL PROVISIONS, Section I, Additional Provisions/Exhibits, paragraph 1, subparagraphs f and g are amended to read:

"f. EXHIBIT CC1, entitled "CALIFORNIA WIC PROGRAM-PROJECT BUDGET, October 1, 2000 to September 30, 2001, Year 2", consisting of one page. Henceforth all references to Exhibit CC in this agreement shall hereafter be referred to as Exhibit CC1.

g. EXHIBIT CCC1, entitled "CALIFORNIA WIC PROGRAM-PROJECT BUDGET, October 1, 2001 to September 30, 2002, Year 3", consisting of one page. Henceforth all references to Exhibit CCC in this agreement shall hereafter be referred to as Exhibit CCC1.

The contract budgets are amended to reflect an increase to the Contractor's caseload funding formula, resulting in a change to the "Maximum Amount Payable."

The contract budgets are amended to reflect funding changes as indicated in the provisions that follow."

C. Article II, CONTRACTOR'S ROLE AND RESPONSIBILITIES, Section E, Caseload Allocation, paragraph 1, is amended to reflect an increase in the Contractor's WIC participant caseload allocation according to the WIC funding formula as indicated below and is amended to read:

"1. Contractor agrees to provide WIC program services to a monthly caseload of 15,600 participants, which shall be referred to as the allocated caseload. The monthly participation shall be determined by the number of WIC participants who were issued food instruments for a given month. The Contractor is expected to serve 100 percent of the monthly allocated caseload based on average participation over the last 12 months. The State, at its sole discretion, may adjust the allocated caseload and funding during this Agreement period upon written notification to the Contractor. The criteria the State shall use to adjust allocated caseload includes, but is not limited to, the Contractor's failure to maintain caseload levels as described in Paragraph 2 of this Section."

D. Article V, SPECIAL PROVISIONS, Section A, Special Funding, paragraph 2, subparagraph b, is amended to reflect an increase in funding for one or more approved WIC-Related Training Activities as specified in Exhibit B, Scope of Work, Section 14, paragraph B, and is amended to read:

"2. The following additional administrative funds have been allocated for WIC-Related Training Activities:

<b>Activity</b>	<b>Original Amount</b>	<b>Amended Amount</b>
b. <u>FFY 2000/2001</u>		
(1) TRAINING/TECHNICAL ASSISTANCE	\$0	\$ 500"

E. Article V, SPECIAL PROVISIONS, Section A, Special Funding, paragraph 4, subparagraph b, is amended to reflect an increase in funding for the State Committee activity for approval of travel expenses for members to attend various advisory committee meetings as specified in Exhibit B, Scope of Work, Section 14, paragraph D, and is amended to read:

"4. The following additional administrative funds have been allocated for State Committee(s):

<b>Activity</b>	<b>Original Amount</b>	<b>Amended Amount</b>
b. FFY 2000/2001	\$0	\$ 300"

F. Article V, SPECIAL PROVISIONS, Section A, Special Funding, paragraph 5, subparagraph b is amended to reflect an increase in funding for target population, infrastructure improvements and integration proposals/narratives as specified in Exhibit B, Scope of Work, Section 14, paragraph E, and is amended to read:

"5. The following additional administrative funds have been allocated for target population, infrastructure improvements and integration proposals/narratives:

<b>Activity</b>	<b>Original Amount</b>	<b>Amended Amount</b>
b. FFY 2000/2001	\$0	\$45,525"

G. All other terms and provisions of said agreement remain in full force and effect.

**CALIFORNIA WIC PROGRAM - PROJECT BUDGET**  
**October 1, 2000-September 30, 2001, Year 2**  
**EFFECTIVE DATE: October 1, 2000**

Contractor: Stanislaus County Health Services Agency

Contract No: 99-85761-03

A	B	C	D	E
Project Budget Amendment Line-Item	Prior "Total Per Numbered Line-Item"	Total of Prior Line-Item Transfers	Adjustment Per Amendment	Revised "Total Per Numbered Amendment"
1. Personnel	\$ <u>1,299,411</u>	\$ <u>0</u>	\$ <u>46,477</u>	\$ <u>1,345,888</u>
2. Operating Expenses	\$ <u>218,856</u>	\$ <u>0</u>	\$ <u>87,830</u>	\$ <u>306,686</u>
3. Capital Expenditures (Equipment)	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>
4. Other Costs	\$ <u>2,279</u>	\$ <u>0</u>	\$ <u>800</u>	\$ <u>3,079</u>
5. Indirect Costs*	\$ <u>97,700</u>	\$ <u>0</u>	\$ <u>3,495</u>	\$ <u>101,195</u>
<b>Total Per Column</b>	\$ <u><u>1,618,246</u></u>	\$ <u><u>0</u></u>	\$ <u><u>138,602</u></u>	\$ <u><u>1,756,848</u></u> <b>(TOTAL BUDGET)</b>

\*(Maximum 10% of Total Salaries & Wages, excluding Total Fringe Benefits)

**COLUMN DESCRIPTIONS**

A = Title (name) of numbered line item.

B = Amount from original contract (or most recent amendment, if different).

C = Total of all approved line-item transfers which were effective on or prior to the effective date of this amendment.

D = All adjustments to numbered line items as a result of this amendment (i.e., redistribution of existing funds, or increase/decrease to total budget).

E = The sum of columns B, C, and D.

**CALIFORNIA WIC PROGRAM - PROJECT BUDGET**  
**October 1, 2001-September 30, 2002, Year 3**  
**EFFECTIVE DATE: October 1, 2000**

Contractor: Stanislaus County Health Services Agency

Contract No: 99-85761-03

A	B	C	D	E
Project Budget Amendment <u>Line-Item</u>	Prior "Total Per Numbered <u>Line-Item</u> "	Total of Prior Line-Item <u>Transfers</u>	Adjustment Per <u>Amendment</u>	Revised "Total Per Numbered <u>Amendment</u> "
1. Personnel	\$ <u>1,303,334</u>	\$ <u>0</u>	\$ <u>46,477</u>	\$ <u>1,349,811</u>
2. Operating Expenses	\$ <u>214,638</u>	\$ <u>0</u>	\$ <u>42,305</u>	\$ <u>256,943</u>
3. Capital Expenditures (Equipment)	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>
4. Other Costs	\$ <u>2,507</u>	\$ <u>0</u>	\$ <u>0</u>	\$ <u>2,507</u>
5. Indirect Costs*	\$ <u>97,995</u>	\$ <u>0</u>	\$ <u>3,495</u>	\$ <u>101,490</u>
<b>Total Per Column</b>	\$ <u><u>1,618,474</u></u>	\$ <u><u>0</u></u>	\$ <u><u>92,277</u></u>	\$ <u><u>1,710,751</u></u> <b>(TOTAL BUDGET)</b>

\*(Maximum 10% of Total Salaries & Wages, excluding Total Fringe Benefits)

**COLUMN DESCRIPTIONS**

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- E = The sum of columns B, C, and D.