



## **AGENDA MEMORANDUM**

First Reading Ordinance for the City Council Meeting of June 26, 2018  
Second Reading Ordinance for the City Council Meeting of July 17, 2018

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**DATE:** June 8, 2018

**TO:** Keith Selman, Interim City Manager

**THRU:** Annette Rodriguez, M.P.H., Director of Public Health  
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**FROM:** William Milan Uhlarik, M.B.A., A.R.M., Assistant Director of Public Health  
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Ordinance accepting an amendment to the Health Promotions and Chronic Disease Prevention/Texas Healthy Communities (HPCDP/TXHC) grant in the amount of \$50,000, and appropriation of the funds for the contract period October 1, 2018 through September 30, 2019

### **CAPTION:**

Ordinance accepting an amendment to the Health Promotions and Chronic Disease Prevention/Texas Healthy Communities grant in the amount of \$50,000, increasing the total amount to \$200,000, from the Texas Department of State Health Services to continue implementing systems and strategies addressing Texas Healthy Communities priority indicators; and appropriating the increased grant amount.

### **PURPOSE:**

To provide funding for the Health Department to implement targeted and evidence-based community systems and environmental change strategies that address one or more of the following Texas Healthy Communities (TXHC) Priority Indicators:

Indicator 1: Physical Activity  
Indicator 2: Nutrition  
Indicator 3: Breastfeeding  
Indicator 4: Schools  
Indicator 5: Worksites  
Indicator 6: Comprehensive Tobacco Control  
Indicator 7: Cardiac and Stroke Response  
Indicator 8: Health Care Quality

The Health Department will also work with a local public/private planning group to plan and implement the identified strategies.

## **BACKGROUND AND FINDINGS:**

For grant FY2019, the following performance measures will be used to assess, in part, the Health Department's effectiveness in providing services required by the grant:

- a) Develop, complete, and submit a Project Work Plan in conjunction with DSHS. The Project Work plan must include objectives with supporting activities that address indicators identified in the FY 2018 TXHC assessment as needing improvement. A Project Work Plan Draft must be submitted, reviewed, and approved by DSHS prior to the final version submission date. The Project Work Plan draft must be submitted to DSHS on or before October 17, 2018 and the final Project Work Plan submission is due to DSHS on or before October 31, 2018.
- b) Develop and submit an Evaluation Plan to DSHS. An Evaluation Plan Draft must be reviewed and approved by DSHS prior to the final version submission date. The Evaluation Plan Draft must be submitted on or before November 16, 2018 and the final Evaluation Plan version is due to DSHS on or before November 30, 2018.
- c) Submit an Interim Progress Report Draft to DSHS for review on or before March 19, 2019. The Report will include summary of all items/activities conducted to date; detailed description of progress toward achieving objectives and activities; and barriers. Submission of the final Interim Report must fully address any feedback from DSHS based on the draft Interim Report and must be submitted on or before March 29, 2019.
- d) Conduct, complete and submit the Texas Healthy Communities Assessment Draft in the Performance Management and Tracking System (PMATS) by May 16, 2019. DSHS will review and approve Draft submission prior to submission of final report in PMATS on or before May 31, 2019. Delinquent Assessments will not be accepted.
- e) Designate a member of the TXHC program to attend, in person, the TXHC Annual Meeting during the Contract term. If the member or designee is unable to attend the meeting in person, then the Contractor must notify DSHS in writing as to the reason for non-compliance.
- f) Submit a Final Progress Report Draft to DSHS for review and approval on or before August 30, 2019. Report will include summary of all items/activities conducted to date; detailed description of progress toward achieving objectives and activities; plans for sustaining activities once funding has ended; and barriers/lessons learned. Submission of Final Report must fully address any feedback from **DSHS** based on draft final report and must be submitted on or before September 13, 2019.
- g) Participate in twelve (12) monthly feedback calls (monthly project status reports) with DSHS Program to be conducted on or before the following dates: October 3rd, November 28th, December 31st, January 30th, February 28th, March 29th, April 30th, May 29th, June 28th, July 31st, August 30th, and September 30th. Inform DSHS of delinquent submission within five (5) business days of the due date including a detailed justification and proposed submission date.

## **ALTERNATIVES:**

Refuse the grant and not provide the services required under the grant.

## **OTHER CONSIDERATIONS:**

None

**CONFORMITY TO CITY POLICY:**

Council approval required for acceptance of grant and appropriation of grant funds.

**EMERGENCY / NON-EMERGENCY:**

Non-Emergency. This item requires two readings and ratification of the grant contract to begin October 1, 2018.

**DEPARTMENTAL CLEARANCES:**

Corpus Christi-Nueces County Public Health District  
Legal Department  
Finance - Federal Grants and Office of Management and Budget.

**FINANCIAL IMPACT:**

☒ Operating      ☒ Revenue      ☐ Capital      ☐ Not applicable

<b>Fiscal Year: 2019</b>	<b>Project to Date Expenditures (CIP only)</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget				
Encumbered / Expended Amount				
This item		\$50,000		\$50,000
BALANCE		\$50,000		\$50,000

Fund(s): Grant

**Comments:**

The grant does not require a cash or in-kind match by the City.

**RECOMMENDATION:**

Staff recommends approval of this agenda item.

**LIST OF SUPPORTING DOCUMENTS:**

Ordinance  
Contract No. 2016-003808 AMENDMENT No. 5