



## **AGENDA MEMORANDUM**

First Reading Ordinance for the City Council Meeting of August 13, 2019  
Second Reading Ordinance for the City Council Meeting of August 20, 2019

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**DATE:** July 12, 2019

**TO:** Peter Zaroni, City Manager

**FROM:** Annette Rodriguez, M.P.H., Director of Public Health  
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Acceptance of contract amendment of \$10,916.00 for the Women, Infants and Children (WIC) grant contract period October 1, 2018 through September 30, 2019, and appropriation of \$868,850.00 for the contract period October 1, 2019 through September 30, 2020. The WIC grant supports 21 FTE's. This is the 3<sup>rd</sup> Amendment to the original contract from October 1, 2016. The total amount of this contract will not exceed \$3,620,544.00.

### **CAPTION:**

Ordinance authorizing an amendment of \$10,916.00 to the Women, Infant and Children's Nutrition Program (WIC) grant contract for a total contract amount of \$868,850.00 for the period of October 1, 2018, through September 30, 2019, and authorizing a contract amendment of \$868,850.00 for the period of October 1, 2019, through September 30, 2020, from the Health and Human Services Commission, and authorizing a staff complement of 21 positions.

### **PURPOSE:**

To provide funds for personnel costs, supplies and other expenses for the WIC Program that provides supplemental foods, health care referrals, and nutrition education for eligible low-income pregnant, breastfeeding, and non-breastfeeding postpartum women, and to infants and children up to age five who are found to be at nutritional risk within the State of Texas.

### **BACKGROUND AND FINDINGS:**

#### **Population Served:**

The WIC target population are low-income, nutritionally at risk:

- Pregnant women (through pregnancy and up to 6 weeks after birth).
- Breastfeeding women (up to infant's 1st birthday)
- Nonbreastfeeding postpartum women (up to 6 months after the birth of an infant)
- Infants (up to 1st birthday).
- WIC serves 53 percent of all infants born in the United States.
- Children up to their 5th birthday.

#### **Filled Positions:**

Program Manager-FT, 2 Nutritionist-FT, Registered Dietitian-FT, 3 Community Service Aide-FT, Lactation Peer Counselor-FT

#### **Vacant Positions:**

Sr. Account Clerk-FT, Nutritionist-FT, Breast Feeding Consultant-PT, 6 Community Service Aide-

FT, Adm Support I-FT, 2 Lactation Peer Counselor-FT, Custodian-PT

**ALTERNATIVES:**

Refuse the grant and discontinue providing WIC services for the community.

**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.

**DEPARTMENTAL CLEARANCES:**

Legal Department

Finance - Federal Grants and Office of Management and Budget.

**FINANCIAL IMPACT:**

☒ Operating

☒ Revenue

☐ Capital

☐ Not applicable

<b>Fiscal Year: 2019-2020</b>	<b>Project to Date Expenditures (CIP only)</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget				
Grant WIC 831319F		\$10,916.00		\$10,916.00
Grant WIC 831320F		\$868,850.00		\$868,850.00
BALANCE		\$879,766.00		\$879,766.00

**COMMENTS:**

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

**Funding Detail:**

Fund: 1066 Health Grants paid by Department of State Health Services

Organization/Activity: 831319F, 831320F

Mission Element: 106 Conduct Health Education

Project # (CIP Only):

Account:

**RECOMMENDATION:**

Staff recommends approval of the Ordinance.

**LIST OF SUPPORTING DOCUMENTS:**

Contract No. 2017-049800-001 Amendment No. 3  
Ordinance