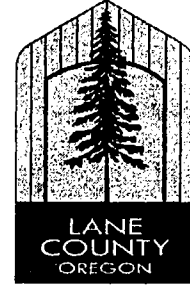


AGENDA COVER MEMO

W.3.D.1.

AGENDA DATE: April 2, 2008
TO: Board of County Commissioners
DEPARTMENT: Health & Human Services
PRESENTED BY: Rob Rockstroh



AGENDA TITLE: ORDER / _____ IN THE MATTER OF AUTHORIZING SUBMISSION OF AN EQUIPMENT AND FURNISHINGS GRANT PROPOSAL IN THE AMOUNT OF \$119,643 FOR THE RIVERSTONE CLINIC OF THE COMMUNITY HEALTH CENTERS OF LANE COUNTY TO THE HEALTH RESOURCES AND SERVICES ADMINISTRATION

I. MOTION

In the Matter of Authorizing Submission of an Equipment and Furnishings Grant Proposal in the Amount of \$119,643 for the Riverstone Clinic of the Community Health Centers of Lane County to the Health Resources and Services Administration.

II. AGENDA ITEM SUMMARY

The Community Health Centers of Lane County (CHCLC) wishes to apply for a congressional earmarked, equipment and furnishings grant from the Health Resources and Services Administration (HRSA) to enable the Riverstone Clinic in Springfield to expand its medical outreach. The solicited funding will assist with the equipping and furnishing of 2,300 square feet of modular units on the property adjacent to the Clinic.

Only a draft of the grant submission is available at this time. The full grant application will be routed through County Counsel to the Administrator, in advance of the grant submission deadline of April 3, 2008.

III. BACKGROUND/IMPLICATIONS OF ACTION

A. Board Action and Other History

The Board last authorized both a continuation and an expanded medical capacity grant submission via BO 05-12-7-4. The County Administrator last authorized submission of a continuation grant proposal on 29 January, 2008; under LM 21.137(3).

Via BO 07-12-5-4, the Board authorized the creation of a Community Health Division

Manager and a Chief (clinical) Financial Officer. In order to create co-located office space for these recently hired officers and their related staff at the Riverstone Clinic site, Health & Human Services, working in conjunction with the Management Services Director and his staff, have determined that the placement of modular units on the property adjacent to the Riverstone Clinic represents the most economical solution.

On March 4, 2008; Health & Human Services received notification of a single-source "construction, renovation and equipment" appropriation approved for the Riverstone Clinic under HRSA in the FY 2008 Consolidated Appropriations Act (Public Law 110-161). However, in order to receive these funds, Lane County has only one month in which to complete an electronic grant submission.

B. Policy Issues

These earmarked funds were procured by the Oregon Congressional Delegation and were requested by the "United Front" as part of their 2007 initiatives. Although there has been recent negative press related to "earmarking" by federal elected officials, no adverse publicity is anticipated with respect to this appropriation.

The short time frame allowed to complete the grant process is regrettable, but is the result of the delay in approval of the federal funding and appropriations bills. Health & Human Services (H&HS) will complete the grant application packet and submit it to County Counsel for review on or about March 27, 2008.

C. Board Goals

Supports Board goal of protecting the health and welfare of County residents and strategic goal of revenue development.

D. Financial and/or Resource Considerations

These earmarked funds are restricted for use at the Riverstone Clinic in Springfield. Therefore, should Health & Human Services and Management Services identify a more cost-effective location at which to place the newly hired Community Health Division Manager and/or the Clinical Financial Officer, these funds would be lost, unless related renovation and furnishing/equipment costs could be justified at Riverstone.

Please note that there are two categories of grants approved under this type of award – equipment or construction. H&HS is proposing to apply for a "furnishing and equipment" grant, as this will not require submission of the full array of federal reports and studies (environmental impact, historical review not just NHPA, etc.) required to utilize this relatively small amount of funding, as would be the case, were H&HS to process this award as a construction grant.

E. Analysis

The information required by the Board of County Commissioners prior to approval of grant applications and receipt of grant funds is provided below.

1. What is the Match Requirement, if any, and how is that to be covered for the duration of the grant?

This grant does not contain a match requirement.

2. Will the grant require expenditures for Material and Services or capital not be fully paid for by the grant?

Although the earmarked appropriation will not meet the full costs associated with the required expansion at the Riverstone Clinic, the grant represents a significant contribution.

3. Will the grant funds be fully expended before county funds need to be spent?

County funds to be used for the overall RiverStone expansion are to come from program income. Equipment and furnishings will be procured after the modular unit is located at the site.

4. How will the administrative work of the grant be covered if the grant funds don't cover it?

This grant is for equipment, furnishings and, possibly, design services only; the County's administrative overhead is not factored into these costs. Inclusion of administrative costs and/or cost overhead would place the grant into another category and, therefore, these costs have not been included.

5. Have grant stakeholders been informed of the grant sunset policy so there is no misunderstanding when the funding ends? Describe plan for service if funding does not continue.

Health & Human Services is aware of the limitations of this grant.

6. What accounting, auditing, and evaluation obligations are imposed by the grant conditions?

The standard conditions related to documentation of funds expenditures apply.

7. How will the department cover the accounting, auditing, and evaluation obligations? How are the costs for these obligations covered, regardless of whether they are in the department submitting the grant or a support service department? Does the department acknowledge that the county will need to

cover these costs and it is an appropriate cost incurred by support service departments?

Health & Human Services will absorb the costs associated with the grant accounting.

8. Are there any restrictions against applying the county full cost indirect?

This does not apply to this grant, see number 4, above.

9. Are there unique or unusual conditions that trigger additional county work effort, or liability, i.e., maintenance of effort requirements or supplanting prohibitions or indemnity obligations?

None.

10. Grants involving technology issues require Information Services department review and approval prior to submission to the Board to ensure compatibility with existing county systems and development tools.

This grant does not have technology issues of this nature. The grant will cover the routine costs associated with adding work stations, configuring access, etc., which will be worked out with IS and which costs have been included under the "equipment" portion of the grant.

11. Information services department sign-off is required for all agenda items requesting funding for new or enhanced computer applications/systems that will interface with existing county systems/infrastructure.

This item does not apply to this grant application, see above.

12. If this is a grant funded computer/software application project . . .

This is not a grant funded computer/software applications project.

F. Alternatives / Options

1. Approve the grant proposal submission.
2. Decline the proposed grant submission, placing full costs associated with the expansion of the Riverstone Clinic with the County.

IV. TIMING/IMPLEMENTATION

Board approval being received, Health & Human Services (H&HS) will submit the grant request on 3 April, 2008.

V. RECOMMENDATION

Health & Human Services staff support approval of this request

VI. FOLLOW-UP

If selected/funded, H&HS will work with the County Administrator's Office to process all grant award documents.

VII. ATTACHMENTS

Board Order

THE BOARD OF COUNTY COMMISSIONERS, LANE COUNTY, OREGON

- ORDER:**
-) In the Matter of Authorizing Submission of an Equipment and
 -) Furnishings Grant Proposal in the Amount of \$119,643 for the
 -) Riverstone Clinic of the Community Health Centers of Lane
 -) County to the Health Resources and Services Administration

WHEREAS, submission of the proposed \$119,643 equipment and furnishings grant to the Health Resources and Services Administration exceeds the signatory authority of the County Administrator; and

WHEREAS, Health & Human Services has insufficient space to accommodate the Community Health Centers management team, including the clinical financial staff; and

WHEREAS, the earmarked funds being applied for will assist Health & Human Services in equipping modular units for use by staff at the Riverstone site;

NOW THEREFORE, IT IS HEREBY ORDERED, that the Board of County Commissioners authorize submission of a grant proposal in the amount of \$119,643 to the Health Resources and Services Administration for equipment and furnishing costs associated with the expansion of the Riverstone Clinic and accept any resulting grant award; and

IT IS FURTHER ORDERED, that the Board of County Commissioners delegate authority to the county administrator to execute the grant documents and any resulting award documents.

DATED this Second day of April, 2008.

Faye Stewart, Chair
Lane County Board Of Commissioners

APPROVED AS TO FORM
Date 3/30/08 Lane County
David Law
OFFICE OF LEGAL COUNSEL