

# COUNTY of HIDALGO



EDINBURG, TEXAS 78539

**HIDALGO COUNTY AUDITOR'S OFFICE**  
Hidalgo County Administration Building  
2808 South Business Highway 281  
Edinburg, Texas 78539-6243  
PHONE: (956) 318-2511  
FAX: (956) 318-2577  
WEBSITE: [www.co.hidalgo.tx.us/auditor](http://www.co.hidalgo.tx.us/auditor)

July 06, 2012

The Honorable Ramon Garcia, Hidalgo County Judge  
The Honorable Joel Quintanilla, Commissioner, Precinct No. 1  
The Honorable Hector "Tito" Palacios, Commissioner, Precinct No. 2  
The Honorable Jose M. Flores, Commissioner, Precinct No. 3  
The Honorable Joseph Palacios, Commissioner, Precinct No. 4

**RE: Certification of Revenue**

Dear Judge and Commissioners:

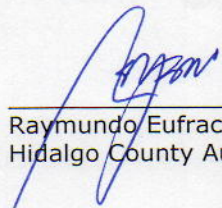
Pursuant to Local Government Code § 111.0706 SPECIAL BUDGET FOR GRANT OR AID MONEY:

The county auditor shall certify to the commissioners court the receipt of all public or private grant or aid money that is available for disbursement in a fiscal year but not included in the budget for that fiscal year. On certification, the court shall adopt a special budget for the limited purpose of spending the grant or aid money for its intended purpose.

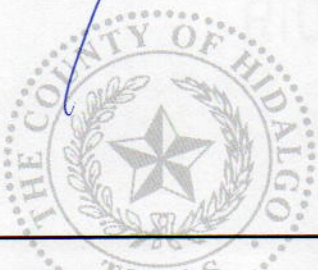
I, Ray Eufrazio, County Auditor of Hidalgo County, certify to the Hidalgo County Commissioners Court the receipt of an award from the Texas Department of State Health Services (DSHS). These funds may now be made available by creating a new special budget or amending a current budget for its intended purposes.

AMOUNT	PURPOSE
\$50,000.00	Award No. 2012-041053-001 Nutrition Physical Activity & Obesity Prevention

CERTIFIED BY:

  
Raymundo Eufrazio, CPA  
Hidalgo County Auditor

7/9/12  
Date



**HIDALGO COUNTY DISTRICT JUDGES**

ARDO P. RODRIGUEZ, JR. JUDGE, 92 <sup>ND</sup> D.C.	RODOLFO DELGADO JUDGE, 93 <sup>RD</sup> D.C.	J. R. "BOBBY" FLORES JUDGE, 139 <sup>TH</sup> D.C.	ROSE GUERRA REYNA JUDGE, 206 <sup>TH</sup> D.C.	JUAN R. PARTIDA JUDGE, 275 <sup>TH</sup> D.C.	MARIO E. RAMIREZ, JR. JUDGE, 332 <sup>ND</sup> D.C.	NOE GONZALEZ JUDGE, 370 <sup>TH</sup> D.C. OVERSEER	LETICIA LOPEZ JUDGE, 389 <sup>TH</sup> D.C.	AIDA SALINAS FLORES JUDGE, 398 <sup>TH</sup> D.C.	ISRAEL RAMON, JR. JUDGE, 430 <sup>TH</sup> D.C.	JESSE CONTRERAS JUDGE, 449 <sup>TH</sup> D.C.
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AI-33066

WIC 31.0.

CC REGULAR

Meeting Date: 07/10/2012

Department Head: Norma L. Longoria

Submitted By: Erika Zamora, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

1. DSHS Nutrition Physical Activity and & Obesity Prevention Grant (1292):

a. Approval and acceptance of grant contract #2012-041053 between DSHS and the Hidalgo County Health & Human Services WIC Department for the amount of \$50,000 starting 6/30/2012 thru 6/29/2013.

b. Approval of Certification of Revenues as certified by the County Auditor for the Nutrition Physical Activity & Obesity Prevention Grant.

c. Approval of appropriation of funds for the Nutrition Physical Activity and Obesity Prevention Grant in the amount of \$50,000.

2. Obesity Prevention (1292):

a. Approval to amend the 2012 Budget for the Obesity Prevention Grant in the amount of \$8,000.00.

b. Approval of Certification of Revenues as certified by the County Auditor in the amount of \$8,000.00.

c. Approval of appropriation of funds for the 2012 Obesity Prevention Grant in the amount of \$24,000.00.

BACKGROUND

2.1292.441.00.350.014.3.xxx

FY2013 DSHS Contract -2012-041053-001

Budge Amendment -DSHS Nutrition Physical Activity and Obesity Prevention

2.1292.441.00.350.015.2.XXX

FY 2012 Obesity Prevention

2/07/2012 AI-30772 \$8,000.00

2/28/2012 AI-30960 \$8,000.00

7/10/2012 AI-32996 \$8,000.00

Total Appropriation \$24,000.00

Fiscal Impact

FISCAL YEAR: 2012

ACCT. #: 2-1292-441-00-350-014-3-XXX

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

Acceptance of Nutrition Physical Activity and Obesity Prevention Grant and appropriation of funds in the amount of \$50,000.

**FISCAL YEAR:** 2012

**ACCT. #:** 2-1292-441-00-350-015-2-XXX

**FUNDS AVAILABLE Y/N?:** Y

**MATCHING FUNDS Y/N?:** N

**BUDGETARY IMPACT:**

Amendment to the obesity prevention grant in the amount of \$8,000.00 and appropriation of total funds certified but not yet appropriated in the amount of \$24,000.00.

**Attachments**

DSHS Contract

Nutrition Physical Activity and Obesity Prev Budget Amendment

**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Erika Zamora (Originator) Budget & Management Auditor's Office Purchasing Department	Form Started By: Erika Zamora	Started On: 06/29/2012 01:37 PM

## Benito Luna

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**From:** Norma Longoria [norma.longoria@wic.co.hidalgo.tx.us]  
**Sent:** Thursday, June 28, 2012 2:43 PM  
**To:** ray.eufracio@auditor.co.hidalgo.tx.us  
**Cc:** debroah.fisher@auditor.co.hidalgo.tx.us; benito.luna@auditor.co.hidalgo.tx.us  
**Subject:** Certification of Revenues

Dear Mr. Eufracio,

I would like to request certification of revenues for the Nutrition, Physical, Activity and Obesity Prevention Grant for Contract# 2012-041053 in the amount of \$50,000. This is on the agenda for July 10th. Thank you.

Norma Longoria, MS, LD  
WIC Director  
Hidalgo County WIC Program  
3105 W. University Dr.  
Edinburg, TX 78539  
(956) 381-4646  
(956) 380-4056 Fax

DEPARTMENT OF STATE HEALTH SERVICES



This contract, number 2012-041053 (Contract), is entered into by and between the Department of State Health Services (DSHS or the Department), an agency of the State of Texas, and HIDALGO COUNTY AND HUMAN SERVICES (Contractor), a Government Entity, (collectively, the Parties).

1. **Purpose of the Contract.** DSHS agrees to purchase, and Contractor agrees to provide, services or goods to the eligible populations as described in the Program Attachments.
2. **Total Amount of the Contract and Payment Method(s).** The total amount of this Contract is \$50,000.00, and the payment method(s) shall be as specified in the Program Attachments.
3. **Funding Obligation.** This Contract is contingent upon the continued availability of funding. If funds become unavailable through lack of appropriations, budget cuts, transfer of funds between programs or health and human services agencies, amendment to the Appropriations Act, health and human services agency consolidation, or any other disruptions of current appropriated funding for this Contract, DSHS may restrict, reduce, or terminate funding under this Contract.
4. **Term of the Contract.** This Contract begins on 06/30/2012 and ends on 06/29/2013. DSHS has the option, in its sole discretion, to renew the Contract as provided in each Program Attachment. DSHS is not responsible for payment under this Contract before both parties have signed the Contract or before the start date of the Contract, whichever is later.
5. **Authority.** DSHS enters into this Contract under the authority of Health and Safety Code, Chapter 1001.
6. **Documents Forming Contract.** The Contract consists of the following:
  - a. Core Contract (this document)
  - b. Program Attachments:

2012-041053-001 NUTRITION PHYSICAL ACTIVITY AND OBESITY PREVENTION
  - c. General Provisions (Sub-recipient)
  - d. Solicitation Document(s), and
  - e. Contractor's response(s) to the Solicitation Document(s).
  - f. Exhibits

Any changes made to the Contract, whether by edit or attachment, do not form part of the Contract unless expressly agreed to in writing by DSHS and Contractor and incorporated herein.

7. **Conflicting Terms.** In the event of conflicting terms among the documents forming this Contract, the order of control is first the Core Contract, then the Program Attachment(s), then the General Provisions, then the Solicitation Document, if any, and then Contractor's response to the Solicitation Document, if any.

8. **Payee.** The Parties agree that the following payee is entitled to receive payment for services rendered by Contractor or goods received under this Contract:

Name: HIDALGO COUNTY  
Address: HIDALGO COUNTY TREASURER 2810 S BUSINESS 281  
EDINBURG, TX 78539-6243  
Vendor Identification Number: 17460007176037

9. **Entire Agreement.** The Parties acknowledge that this Contract is the entire agreement of the Parties and that there are no agreements or understandings, written or oral, between them with respect to the subject matter of this Contract, other than as set forth in this Contract.

By signing below, the Parties acknowledge that they have read the Contract and agree to its terms, and that the persons whose signatures appear below have the requisite authority to execute this Contract on behalf of the named party.

DEPARTMENT OF STATE HEALTH SERVICES

HIDALGO COUNTY AND HUMAN SERVICES

By: \_\_\_\_\_  
Signature of Authorized Official

By: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Bob Burnette, C.P.M., CTPM

\_\_\_\_\_  
Printed Name and Title

Director, Client Services Contracting Unit

\_\_\_\_\_  
Address

1100 WEST 49TH STREET  
AUSTIN, TEXAS 78756

\_\_\_\_\_  
City, State, Zip

(512) 458-7470

\_\_\_\_\_  
Telephone Number

Bob.Burnette@dshs.state.tx.us

\_\_\_\_\_  
E-mail Address for Official Correspondence

CONTRACT NO. 2012-041053  
PROGRAM ATTACHMENT NO. 001  
PURCHASE ORDER NO.

CONTRACTOR: HIDALGO COUNTY AND HUMAN SERVICES

DSHS PROGRAM: NUTRITION PHYSICAL ACTIVITY AND OBESITY PREVENTION

TERM: 06/30/2012

THRU: 06/29/2013

SECTION I. STATEMENT OF WORK:

In collaboration with the Department of State Health Services' (DSHS) Nutrition, Physical Activity, and Obesity Prevention (NPAOP) Program, Contractor shall support obesity prevention efforts by addressing community policy and environmental changes. Contractor shall increase community capacity through strategic planning focusing on evidence-based community strategies for obesity prevention to make healthy eating, breastfeeding, and physical activity easier choices in Texas communities.

During the project period, Contractor shall:

1. Utilize existing infrastructure and strategic partnerships to leverage community assets to work towards policy/environmental change activities for obesity prevention;
2. Implement the approved work plan attached as Exhibit A, with technical assistance from DSHS NPAOP Program;
3. Conduct process and outcome evaluations of activities related to community policy, systems and/or environmental changes to prevent obesity; and
4. Report progress to DSHS as referenced below.

Contractor shall collaborate with DSHS to sustain and/or expand on no more than two (2) of the following Centers for Disease Control (CDC) Community Strategies for Obesity Prevention:

- Increase availability of healthier food and beverage choices in public service venues
- Improve availability of affordable healthier food and beverage choices in public service venues
- Improve geographic availability of supermarkets in underserved areas
- Provide incentives to food retailers to locate in and/or offer healthier food and beverage choices in underserved areas
- Improve availability of mechanisms for purchasing foods from farms
- Provide incentives for the production, distribution, and procurement of foods from local farms
- Restrict availability of less healthy foods and beverages in public service venues
- Institute smaller portion size options in additional public service venues

- Limit advertisements of less healthy foods and beverages
- Discourage consumption of sugar-sweetened beverages
- Increase support for breastfeeding
- Require physical education in schools
- Increase the amount of physical activity in physical education programs in schools
- Increase opportunities for extracurricular physical activity
- Reduce screen time in public service venues
- Improve access to outdoor recreational facilities
- Enhance infrastructure supporting bicycling
- Enhance infrastructure supporting walking
- Support locating schools within easy walking distance of residential areas
- Improve access to public transportation
- Zone for mixed-use development
- Enhance personal safety in areas where persons are or could be physically active
- Enhance traffic safety in areas where persons are or could be physically active
- Participate in community coalitions or partnerships to address obesity

Contractor shall conduct process and outcome evaluations of activities.

DSHS reserves the right, where allowed by legal authority, to redirect funds in the event of financial shortfalls. DSHS' Program will monitor Contractor's expenditures on a quarterly basis. If expenditures are below that projected in Contractor's total Program Attachment amount, Contractor's budget may be subject to a decrease for the remainder of Renewal Attachment term. Vacant positions existing after ninety (90) days may result in a decrease in funds.

## SECTION II. PERFORMANCE MEASURES:

The performance measures are referenced in the approved work plan (Exhibit A) and will be used to assess, in part, Contractor's effectiveness in providing the services described in this Program Attachment, without waiving the enforceability of any of the other terms of the contract or any other method of determining compliance. Additional performance measures include:

1. Maintaining and/or expanding on a sustainable model for policy and environmental change to include:
  - A) The support of existing infrastructure through accomplishment of one or more policy or environmental changes related to decreasing sugar sweetened beverages, decreasing energy dense foods, decreasing television viewing, increasing access to and intake of fruit and vegetables, increasing physical activity, and/or

increasing breastfeeding which are supported by evidence to impact obesity prevention in the target community; and

- B) Three (3) partnership meetings of coalitions or workgroups which Contractor convenes, participates in, or facilitates.
2. Evaluation to include:
- A) Enhancement of an evaluation plan that outlines indicators, data collection methods, and analyses associated with proposed activities outlined in the contractor's work plan (Exhibit A) and with each of the performance measures stated in Section II.1.
  - B) Collection of process evaluation data for all project inputs and outputs.
  - C) Collection of data for assessing program outcomes
  - D) The development of one report/summary of evaluation findings.
3. Contractor shall report all monthly activities into DSHS Program Management and Tracking System (PMATS) by the 10<sup>th</sup> day of each month beginning July 10, 2012, through June 10, 2013.
4. Contractor shall participate in monthly conference calls and one site visit with DSHS staff from the Nutrition, Physical Activity and Obesity Prevention Program.
5. Submit end-of-year report (as referenced as Exhibit B) to Christina.Thi@dshs.state.tx.us by June 30, 2013.

**SECTION III. SOLICITATION DOCUMENT:**

FY 2011 Competitive Request for Proposals (RFP) for HPCDP/OBES Community Obesity Prevention Projects, RFP #: HPCDP/OBES-0445.1

**SECTION IV. RENEWALS:**

DSHS may renew the Program Attachment for up to one (1) additional one- year terms at DSHS sole discretion.

**SECTION V. PAYMENT METHOD:**

Cost Reimbursement

Funding is further detailed in the attached Categorical Budget and, if applicable, Equipment List.

**SECTION VI. BILLING INSTRUCTIONS:**

Contractor shall request payment using the State of Texas Purchase Voucher (Form B-13). Vouchers should be mailed or submitted by fax or electronic mail to the addresses/number below.

Invoices and reports shall be submitted to the following address:

Department of State Health Services  
Claims and Processing Unit, MC 1940  
P. O. Box 149347  
Austin, Texas 78714-9347

The fax number for submitting State of Texas Purchase Voucher (Form B-13) to the Claims Processing Unit is (512) 776-7442. The email address is [invoices@dshs.state.tx.us](mailto:invoices@dshs.state.tx.us), please copy [Christina.Thi@dshs.state.tx.us](mailto:Christina.Thi@dshs.state.tx.us).

SECTION VII. BUDGET:

SOURCE OF FUNDS: CFDA #:

DUNS #: 103110834

SECTION VIII. SPECIAL PROVISIONS:

General Provisions, **Article XIII. General Terms, Section 13.15 Amendment**, is amended to include the following:

Contractor must submit all amendment and revision requests in writing to the Division Contract Management Unit at least ninety (90) days prior to the end of the term of this Program Attachment.

2012-041053-001

Categorical Budget:

PERSONNEL	\$0.00
FRINGE BENEFITS	\$0.00
TRAVEL	\$10,775.00
EQUIPMENT	\$0.00
SUPPLIES	\$11,025.00
CONTRACTUAL	\$14,400.00
OTHER	\$13,800.00
TOTAL DIRECT CHARGES	\$50,000.00
INDIRECT CHARGES	\$0.00
TOTAL	\$50,000.00
DSHS SHARE	\$50,000.00
CONTRACTOR SHARE	\$0.00
OTHER MATCH	\$0.00

Total reimbursements will not exceed \$50,000.00

Financial status reports are due: 10/31/2012, 01/31/2013, 04/30/2013, 08/28/2013

DATE: 6/27/2012  
 DEPARTMENT HEAD: NORMA LONGORIA  
 DEPARTMENT NAME: HIDALGO COUNTY WIC DEPARTMENT  
 ACCOUNT NUMBER: 2.1292.441.00.350.014.3.xxx

SUBJECT: Budget Amendments (Increases) in Accordance with Local Government Code, Chapter 111, Subchapter C

Honorable Commissioner's Court of Hidalgo County :

I would like to request the following amendments ( increases) to my department budget in accordance with Local Government Code, Chapter 111, Subchapter C.

INCREASE OBJECT NUMBERS	ACCOUNT (OBJECT) NAME	AMOUNT
2.1292.441.00.350.014.3.320	Professional Services	14,400.0000+
2.1292.441.00.350.014.3.532	Wireless Device	600.0000+
2.1292.441.00.350.014.3.535	Postage	50.0000+
2.1292.441.00.350.014.3.540	Advertising	5,000.0000+
2.1292.441.00.350.014.3.550	Printing	700.0000+
2.1292.441.00.350.014.3.583	Out of County Travel	9,580.0000+
2.1292.441.00.350.014.3.584	Registration	3,385.0000+
2.1292.441.00.350.014.3.601	Office Supplies	2,700.0000+
2.1292.441.00.350.014.3.603	Nutrition Ed. Supplies	8,050.0000+
2.1292.441.00.350.014.3.605	Uniforms	300.0000+
2.1292.441.00.350.014.3.607	Cleaning Supplies	400.0000+
2.1292.441.00.350.014.3.619	Other Misc.Supplies	420.0000+
2.1292.441.00.350.014.3.661	Minor Office Furniture	3,800.0000+
2.1292.441.00.350.014.3.664	Other Minor Equipment	415.0000+
2.1292.441.00.350.014.3.811	License & Permits	200.0000+
		015
		50,000.0000*
2.1292.331.12.350.014.3.XXX	WIC Obesity Prev Revenues	50,000.00
<b>TOTAL FUND BALANCE IMPACT</b>		<b>50,000.00</b>

REASON: Appropriate new grant money.

DEPARTMENT HEAD SIGNATURE \_\_\_\_\_  
 APPROVED COMMISSIONERS COURT DATE: \_\_\_\_\_ ATTEST COUNTY CLERK \_\_\_\_\_