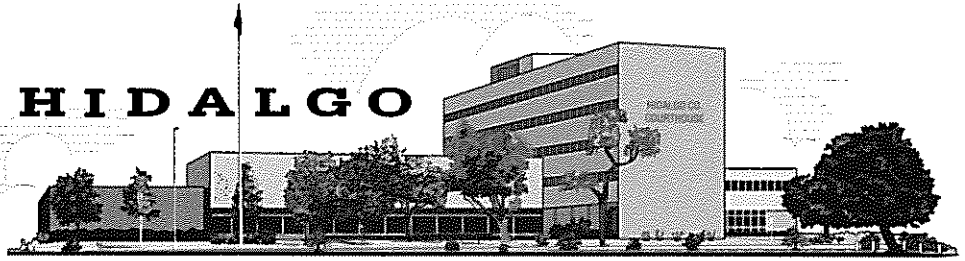


# COUNTY of HIDALGO



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)

EDINBURG, TEXAS 78539

April 3, 2017

The Honorable Ramon Garcia, Hidalgo County Judge  
The Honorable David Fuentes, Commissioner, Precinct No. 1  
The Honorable Eduardo "Eddie" Cantu, 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 commissioner's 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.

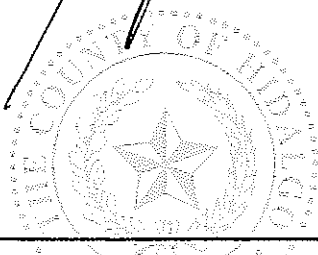
I, Ray Eufrazio, County Auditor of Hidalgo County, certify to the Hidalgo County Commissioners Court the receipt of an award from the Texas Department of State Health Services (TDSHS). These funds may now be made available by creating a new special budget or amending a current budget for its intended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

AMOUNT	PURPOSE
\$80,260.00	Award No. 2016-001134-03
	CPS/HAZARDS Public Health Emergency Preparedness (PHEP)

CERTIFIED BY:

  
\_\_\_\_\_  
Raymundo Eufrazio, CPA

4/4/17  
\_\_\_\_\_  
Date



**HIDALGO COUNTY DISTRICT JUDGES**

- |   |   |   |   |  |  |   |  |  |   |  |
|---|---|---|---|--|--|---|--|--|---|--|
| LUIS M. SINGLETERRY<br>JUDGE, 92 <sup>ND</sup> D.C. | RODOLFO DELGADO<br>JUDGE, 93 <sup>RD</sup> D.C. | J. R. BOBBY FLORES<br>JUDGE, 139 <sup>TH</sup> D.C. | ROSIE GUERRA REYNA<br>JUDGE, 206 <sup>TH</sup> D.C. | JUAN R. PARTIDA<br>JUDGE, 275 <sup>TH</sup> D.C. | MARIO E. RAMIREZ, JR.<br>JUDGE, 332 <sup>ND</sup> D.C. | NOE GONZALEZ<br>JUDGE, 378 <sup>TH</sup> D.C.<br>OVERSEER | LETICIA LOPEZ<br>JUDGE, 389 <sup>TH</sup> D.C. | L. KENO VASQUEZ<br>JUDGE, 398 <sup>TH</sup> D.C. | ISRAEL RAMON JR.<br>JUDGE, 430 <sup>TH</sup> D.C. | RENEE R. BETANCOURT<br>JUDGE, 449 <sup>TH</sup> D.C. |
|---|---|---|---|--|--|---|--|--|---|--|

AI-59098

Health & Human Services Dept. 19. A.

CC - REGULAR

Meeting Date: 04/05/2017

Submitted For: Eddie Olivarez, HEALTH & HUMAN SERVICES DEPT.

Submitted By: Mike Escaname, HEALTH & HUMAN SERVICES DEPT.

Department: HEALTH & HUMAN SERVICES DEPT.

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Information

CAPTION

Health & Human Services - CPS/HAZARDS (PHEP) (1293):

1. Requesting approval to accept the CPS/HAZARDS grant contract Amendment #2016-001134-03 in the amount of \$80,260.00. The purpose is to amend the budget to cover costs related to the 2017 South Texas All Hazards Hurricane Conference.
2. Requesting approval for County Judge to e-sign the contract and related documents.
3. Requesting approval of the Certification of Revenue in the amount of \$80,260.00.
4. Requesting approval of the budget appropriation in the amount of \$80,260.00 from state funds and \$8,050.00 in local matching funds.

BACKGROUND

07/06/16 - AI-55218 - Acceptance of the CPS/HAZARDS FY 17 grant contract.

01/10/17 - AI-57817 - Approval to submit request for additional funds to cover costs related to the All Hazards Conference.

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Fiscal Impact

FISCAL YEAR: 2017

ACCT. #: 7-1293-441-10-340-013-6-XXX

FUNDS AVAILABLE Y/N?: Y    MATCHING FUNDS Y/N?: Y

BUDGETARY IMPACT:

Grant Amendment amount of \$80,260.00 requires 10% local match (\$8,026.00); however, an amount of \$8,050 is included in this Amendment. Difference of \$24.00 will be budgeted but will not be expended as amount of local match will be linked to 10% of actual grant expenditures.

Local match was reserved during 2016 budget process; Reference attached email from budget dept for account number in which local match needed to support this amendment is located.

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Attachments

Contract Amendment

Local Match

Appropriation

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### Form Review

**Inbox**

Budget & Management

Ivan Cantu

Final Approval

Form Started By: Mike Escaname

**Reviewed By**

Veronica Ortiz

**Date**

03/23/2017 10:52 AM

Started On: 03/23/2017 08:37 AM

**Deborah Fischer**

---

**From:** Mike Escaname [miguel.escaname@hchd.org]  
**Sent:** Tuesday, April 04, 2017 10:25 AM  
**To:** minerva.diaz@auditor.co.hidalgo.tx.us  
**Cc:** deborah.fischer@auditor.co.hidalgo.tx.us  
**Subject:** Request - Certification of Revenue - \$80,260.00 - CPS/HAZARDS (PHEP) Amendment  
**Attachments:** All Hazards Conference Amendment Combined 032117.pdf

Minerva / Deborah:

I'd appreciate if you can arrange for a Certification of Revenue in the amount of \$80,260.00 for the CPS/HAZARDS Amendment.

See attached copy of Amendment.

Thanks,

*Mike Escaname*

Chief Financial Officer  
Hidalgo County Health & Human Services Department  
1304 S. 25 Ave  
Edinburg, TX 78542-7205  
Main Line (956) 383-6221  
Direct Line (956) 292-7000 ext. 7210



**DEPARTMENT OF STATE HEALTH SERVICES**  
**CONTRACT NO. 2016-001134-03**  
**AMENDMENT NO. 03**

The **DEPARTMENT OF STATE HEALTH SERVICES** ("DSHS") and **HIDALGO COUNTY** ("Contractor") parties to that certain grant contract effective July 1, 2015 and denominated HHSC Contract No. 2016-001134, as amended, now desire to further amend the Contract.

**WHEREAS**, the parties desire to amend the Budget to cover costs related to the 2017 South Texas All HAZARDS Hurricane Conference (STAHHC).

**WHEREAS**, this revision will result in an addition of **EIGHTY THOUSAND TWO HUNDRED SIXTY DOLLARS (\$80,260)**.

**NOW, THEREFORE**, the Parties hereby amend and modify the Contract as follows:

1. **SECTION 2** of the Contract, Total Amount, is revised to provide as follows: The total amount of the Contract will not exceed **ONE MILLION TWO HUNDRED TWENTY-EIGHT THOUSAND FIVE HUNDRED NINETY-TWO DOLLARS (\$1,228,592.00)**.

2. **SECTION 7** of the Contract, Statement of Work, is revised to provide as follows: The total allocation amount for FY17 (07/01/2016 through 06/30/2017) is **\$654,426.00**.

3. **BUDGET SUMMARY** of the Contract is hereby revised to add **Two Thousand Dollars (\$2,000)** to the "Supply" category and **Seventy-Eight Thousand Two Hundred Sixty Dollars (\$78,260)** to the "Other" category of the Budget to cover the Contractor's costs related to the 2017 South Texas All HAZARDS Hurricane Conference. Accordingly, the Parties agree to revise the Budget Summary as follows:

<b>Budget Categories</b>	<b>DSHS Funds Requested</b>
Personnel	\$396,876.00
Fringe Benefits	\$138,788.00
Travel	\$10,711.00
Equipment	\$0.00
Supplies	\$2,947.00
Contractual	\$0.00
Other	\$105,104.00
Total Direct Costs	\$654,426.00
Indirect Costs	\$0.00

Totals	\$654,426.00
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4. This Amendment No. 3 shall be effective as of ~~March 1, 2017~~.
5. Except as amended and modified by this Amendment No. 3, all terms and conditions of the Contract, as amended, shall remain in full force and effect.
6. Any further revisions to the Contract shall be by written agreement of the Parties.

**SIGNATURE PAGE FOLLOWS**

**SIGNATURE PAGE FOR AMENDMENT NO. 3  
DSHS CONTRACT NO. 2016-001134-03**

**DEPARTMENT OF STATE HEALTH SERVICES    HIDALGO COUNTY**

\_\_\_\_\_

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

David Gruber

Name: \_\_\_\_\_

Associate Commissioner  
Division for Regional and Local Health

Title: \_\_\_\_\_

Date of Execution: \_\_\_\_\_

Date of Execution: \_\_\_\_\_

**THE FOLLOWING ATTACHMENTS ARE ATTACHED AND INCORPORATED AS PART OF THE  
CONTRACT:**

**ATTACHMENT A-I REVISED BUDGET SUMMARY**

<b>Budget Categories</b>	<b>FY 17 Budget Summary</b>
Personnel	\$439,193.00
Fringe Benefits	\$153,586.00
Travel	\$10,711.00
Equipment	\$0.00
Supplies	\$3,473.00
Contractual	\$0.00
Other	\$112,930.00
Sum of Direct Costs	\$719,893.00
Indirect Costs	\$0.00
Sum of Total Direct Costs and Indirect Costs	\$719,893.00
Less Match (Cash or In-Kind)	\$65,467.00
<b>TOTAL</b>	<b>\$654,426.00</b>

### Certificate Of Completion

Envelope Id: C748EB628C2F48989D3E850A762F85A3  
 Subject: \$80,260; DSHS Contract No. 2016-001134-03; Hidalgo County; RLHS- CPS/HAZARDS

Status: Sent

Source Envelope:

Document Pages: 23  
 Supplemental Document Pages: 0  
 Certificate Pages: 3  
 AutoNav: Enabled  
 EnvelopeId Stamping: Enabled  
 Time Zone: (UTC-06:00) Central Time (US & Canada)

Signatures: 0  
 Initials: 0  
 Payments: 0

Envelope Originator:  
 Marguerite St Germain  
 1860 Michael Faraday Dr  
 Reston, VA 20190  
 marguerite.stgermain@hhsc.state.tx.us  
 IP Address: 167.137.1.17

### Record Tracking

Status: Original  
 3/7/2017

Holder: Marguerite St Germain  
 marguerite.stgermain@hhsc.state.tx.us

Location: DocuSign

### Signer Events

Ayeola Williams  
 Ayeola.Williams@hhsc.state.tx.us  
 Staff Attorney, System Contracting  
 HHSC  
 Security Level: Email, Account Authentication (None)  
 Electronic Record and Signature Disclosure:  
 Not Offered via DocuSign  
 ID:

### Signature

Completed

Using IP Address: 160.42.85.9

### Timestamp

Sent: 3/7/2017  
 Viewed: 3/21/2017  
 Signed: 3/21/2017

Patty Melchior  
 Patty.Melchior@dshs.state.tx.us  
 Resource Director  
 Department State Health Services  
 Security Level: Email, Account Authentication (None)  
 Electronic Record and Signature Disclosure:  
 Not Offered via DocuSign  
 ID:

Completed

Using IP Address: 160.42.85.9

Sent: 3/21/2017  
 Viewed: 3/21/2017  
 Signed: 3/21/2017

Honorable Ramon Garcia  
 ramon.garcia@co.hidalgo.tx.us  
 Hidalgo County Judge  
 Security Level: Email, Account Authentication (None)  
 Electronic Record and Signature Disclosure:  
 Not Offered via DocuSign  
 ID:

Sent: 3/21/2017

Bernie Rodriguez  
 bernie.rodriguez@hhsc.state.tx.us  
 Procurement Manager  
 Texas Health and Human Services Commission  
 Security Level: Email, Account Authentication (None)  
 Electronic Record and Signature Disclosure:  
 Not Offered via DocuSign  
 ID:

**Signer Events**

David Gruber  
 david.gruber@dshs.texas.gov  
 Associate Commissioner for RLHS  
 Texas Health and Human Services Commission  
 Security Level: Email, Account Authentication  
 (None)  
 Electronic Record and Signature Disclosure:  
 Not Offered via DocuSign  
 ID:

**Signature****Timestamp****In Person Signer Events****Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp****Certified Delivery Events****Status****Timestamp****Carbon Copy Events****Status****Timestamp**

Deserie Burrell  
 deserie.burrell@dshs.state.tx.us  
 Contract Manager  
 Texas Health and Human Services Commission  
 Security Level: Email, Account Authentication  
 (None)  
 Electronic Record and Signature Disclosure:  
 Not Offered via DocuSign  
 ID:

**COPIED**

Sent: 3/7/2017  
 Viewed: 3/15/2017

Justin Davis  
 justin.davis@dshs.state.tx.us  
 Department of State Health Services  
 Security Level: Email, Account Authentication  
 (None)  
 Electronic Record and Signature Disclosure:  
 Not Offered via DocuSign  
 ID:

**COPIED**

Sent: 3/7/2017

Amy Greene  
 amy.greene@hhsc.state.tx.us  
 Contract Specialist V  
 Texas Health and Human Services Commission  
 Security Level: Email, Account Authentication  
 (None)  
 Electronic Record and Signature Disclosure:  
 Not Offered via DocuSign  
 ID:

**COPIED**

Sent: 3/7/2017

Susana Garcia  
 susana.garcia@dshs.state.tx.us  
 Unit Director  
 Texas Health and Human Services Commission  
 Security Level: Email, Account Authentication  
 (None)  
 Electronic Record and Signature Disclosure:  
 Not Offered via DocuSign  
 ID:

**COPIED**

Sent: 3/21/2017

**Carbon Copy Events**

Mike Escaname  
mike.escaname@hchd.org  
Security Level: Email, Account Authentication  
(None)  
Electronic Record and Signature Disclosure:  
Not Offered via DocuSign  
ID:

**Status**

**COPIED**

**Timestamp**

Sent: 3/21/2017  
Viewed: 3/21/2017

DSHS CMU Inbox  
CMUContracts@dshs.texas.gov  
Security Level: Email, Account Authentication  
(None)  
Electronic Record and Signature Disclosure:  
Not Offered via DocuSign  
ID:

**Notary Events**

**Timestamp**

**Envelope Summary Events**

**Status**

**Timestamps**

Envelope Sent

Hashed/Encrypted

3/21/2017

**Payment Events**

**Status**

**Timestamps**

DATE: April 5, 2017

DEPARTMENT HEAD: Eduardo Olivarez, Chief Administrative Officer

DEPARTMENT NAME: Hidalgo County Health & Human Services Department

ACCOUNT NUMBER: 7-1293-441-10-340-013-6-XXX CPS/HAZARDS (PHEP)

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 (increase) to my department budget in accordance with  
Local Government Code, Chapter 111, Subchapter C.

INCREASE OBJECT NUMBER(S)	ACCOUNT (OBJECT) NAME	AMOUNT
Personnel		
Fringes		
Travel		
Supplies		
7-1293-441-10-340-013-6-610	CPS/HAZARDS - General Supplies	\$ 2,224.00
Other		
7-1293-441-10-340-013-6-320	CPS/HAZARDS - Professional	\$ 82,500.00
7-1293-441-10-340-013-6-339	CPS/HAZARDS - Other Services	\$ 1,936.00
7-1293-441-10-340-013-6-550	CPS/HAZARDS - Printing & Binding	\$ 1,650.00
	<b>TOTAL APPROPRIATION</b>	\$ 88,310.00
7-1293-331-12-340-013-6-010	CPS/HAZARDS - Revenue	\$ 80,260.00
	<b>TOTAL APPROPRIATION</b>	\$ 88,310.00

REASON: To appropriate the CPS/HAZARDS (PHEP) FY 17 grant Amendment

DEPARTMENT HEAD SIGNATURE

---

APPROVED COMMISSIONER'S

DATE

ATTEST CO. CLERK

## Mike Escaname

---

**From:** Damaris SanMiguel <damaris.sanmiguel@co.hidalgo.tx.us>  
**Sent:** Wednesday, March 01, 2017 5:02 PM  
**To:** Ivan Cantu  
**Cc:** Mike Escaname; Deborah Fischer  
**Subject:** Fwd: CY16 match - Health Dept.

Ivan,

Please create an agenda item to move \$87,554 from fiscal year 7 to fiscal year 6 as requested below. The additional \$15,000 will stay under fiscal year 7 to cover the cash match in the event that the Hazards Conference request for funding is awarded.(AI 57817)

Thank you,

***Damaris SanMiguel***

Director, Budget Management Division  
County of Hidalgo, Texas  
Department of Budget and Management  
2818 S. Bus Hwy 281  
Edinburg, Texas 78539  
P:(956)292-7025 Ext.5410  
F:(956)292-7035

---

**From:** "Mike Escaname" <miguel.escaname@hchd.org>  
**To:** "damaris sanmiguel" <damaris.sanmiguel@co.hidalgo.tx.us>  
**Sent:** Wednesday, March 1, 2017 4:33:45 PM  
**Subject:** FW: CY16 match - Health Dept.

Hello Damaris:

Fyi,

**From:** Deborah Fischer [<mailto:Deborah.Fischer@auditor.co.hidalgo.tx.us>]  
**Sent:** Wednesday, March 01, 2017 4:04 PM  
**To:** 'Mike Escaname'  
**Cc:** 'Minerva Diaz'  
**Subject:** CY16 match

Good afternoon Mike.

There is some money budgeted for match amounts in calendar year 2016 and have not been used. They are as follows:

6-1293-01-000-100-7-000	\$102,554.00
-------------------------	--------------

This money had originally been budgeted for the following:

TB – Elimination	\$87,554.00
Program 047	\$15,000.00

These amounts were not used because you never received the new grant for program 047 and then TB-Elimination grant was extended rather than issuing a new contract so the fiscal year did not change. We are still using fiscal year 6 for the TB-Elimination grant. There was enough budget left in fiscal year 6 to cover TB-Elimination through Dec 2016.

Please have the Budget department move the \$87,554.00 to fiscal year 6 for the TB Elimination and release the \$15,000.00 that was not awarded in CY2017 for program 047.

From Amount	Amount	To
000 6-1293-01-000-100-7-000 \$87,554.00	\$87,554.00	6-1293-01-000-100-6-

After Budget moves the money to fiscal year 6 we will carry forward the balance into CY 2017.

Thank you.

*Deborah Fischer*

Grants Accounting Supervisor

Hidalgo County Auditor's Office

2808 S. Bus. Hwy 281

Edinburg, TX 78539

Main: (956) 318-2511 ext 4670

Fax: (956) 292-2577

[deborah.fischer@auditor.co.hidalgo.tx.us](mailto:deborah.fischer@auditor.co.hidalgo.tx.us)