

COUNTY of HIDALGO



EDINBURG, TEXAS 78539

HIDALGO COUNTY AUDITOR'S OFFICE
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May 21, 2021

The Honorable Richard F. Cortez, Hidalgo County Judge
The Honorable David Fuentes, Commissioner, Precinct No. 1
The Honorable Eduardo Cantu, Commissioner, Precinct No. 2
The Honorable Everado "Ever" Villarreal, Commissioner, Precinct No. 3
The Honorable Ellie Torres, 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, Maria Arcilia Duran, County Auditor of Hidalgo County, certify to the Hidalgo County Commissioners Court the receipt of an award from the 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.

Award No. 537-17-0287-00001 Amendment No. 5 Preventive Health and Health Services Block Grant

AMOUNT:

\$ 10,416.67 September 1, 2020 – September 30, 2021
\$125,000.00 October 1, 2021 – September 30, 2022
\$135,416.67

CERTIFIED BY:


Maria Arcilia Duran, CPA, Hidalgo County Auditor



5-24-21
Date

HIDALGO COUNTY DISTRICT JUDGES

LUIS H. BINGLETERRY JUDGE, 12th D.C. FERNANDO NANCAS JUDGE, 99th D.C. J. R. "BOBBY" FLORES JUDGE, 139th D.C. ROSE GUERRA REYNA JUDGE, 206th D.C. MARLA CUELLAR JUDGE, 275th D.C. MARIO E. RAMIREZ, JR. JUDGE, 332th D.C. NOE GONZALEZ JUDGE, 378th D.C. OVERSEER LETICIA LOPEZ JUDGE, 389th D.C. L. KENO VASQUEZ JUDGE, 389th D.C. ISRAEL RAMON, JR. JUDGE, 436th D.C. RENEE R. BETANCOURT JUDGE, 448th D.C. JOSE "JOE" RAMIREZ JUDGE, 464th D.C.

AI-80895

Health & Human Services
Dept. 25. B.

CC REGULAR AGENDA REGULAR MTG Other

Meeting Date: 05/25/2021

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

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

Department: HEALTH & HUMAN SERVICES DEPT.

CAPTION

1. Requesting approval to accept the Preventive Health & Health Services grant contract 537-17-0287-00001 Amendment No. 5. The purpose of the amendment is to add \$10,416.67 to the fiscal year 2021 period and to renew the contract for fiscal year 2022 by adding \$125,000.00 and extending the term to September 30, 2022.
2. Requesting approval of the certification of revenue in the amount of \$135,416.67 and appropriation of the same.

BACKGROUND

01/26/2021 - AI-79225 - Approval to submit renewal grant application

04/05/2017 - AI-59105 - Approval of initial PHHS grant contract and start of program

Fiscal Impact

CALENDAR YEAR:	2021	ACCT. #:	1-1293-441-00-340-070-1-XXX
FUNDS AVAILABLE Y/N?:	Y	MATCHING FUNDS Y/N?:	N

BUDGETARY IMPACT:

FY 21 - Adding \$10,416.67 in grant funds; No local match required.

CALENDAR YEAR:	2021	ACCT. #:	1-1293-441-00-340-070-2-XXX
FUNDS AVAILABLE Y/N?:	Y	MATCHING FUNDS Y/N?:	N

BUDGETARY IMPACT:

FY 22 - \$125,000.00 in grant funds; No local match required.

Attachments

Grant Contract Amendment

BA FY 21

BA FY 22

Form Review

Inbox	Reviewed By	Date
Budget & Management	Veronica Ortiz	05/18/2021 11:11 AM
Final Approval		
Form Started By: Mike Escaname		Started On: 05/18/2021 09:01 AM



Minerva Diaz <minerva.diaz@auditor.co.hidalgo.tx.us>

Request for Certification of Revenue - PHHS - \$135,416.67

1 message

Miguel Escaname <miguel.escaname@hchd.org>
To: Minerva Diaz <minerva.diaz@auditor.co.hidalgo.tx.us>
Cc: Deborah Fischer <deborah.fischer@auditor.co.hidalgo.tx.us>

Tue, May 18, 2021 at 1:26 PM

Minerva,

AI-80895 will be presented to CC next week. I'd appreciate it if you can arrange to have a certification of revenue approved in the amount of \$10,416.67 for fiscal year 2021 and \$125,000.00 for fiscal year 2022.

-

Miguel Escaname

Division Manager, Financial Accounting

Hidalgo County Health & Human Services Department

1304 S. 25th Ave

Edinburg, TX 78542-7205

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2 attachments PHHS 537-17-0287-00001 CC.pdf
1090K AI-80895 Acceptance of the PHHS FY 22 05-25-21.pdf
125K

**DEPARTMENT OF STATE HEALTH SERVICES
CONTRACT NO. 537-17-0287-00001
AMENDMENT NO. 5**

The **Department of State Health Services (DSHS)** and **Hidalgo County Health and Human Services Department** (Grantee), collectively “Parties” to that certain agreement providing services designed to reduce the impact of obesity and related chronic diseases in the state of Texas, denominated as Contract No. 537-17-0287-00001 (Contract), now want to further amend the Contract.

Whereas, DSHS has chosen to exercise its option to renew the Contract (the “Final Renewal Term”);

Whereas, the Parties want to add funds to the Contract Budget for authorized services performed; and

Whereas, the Parties want to amend and replace Attachment A-2, Statement of Work, with Attachment A-5, Statement of Work.

Therefore, the Parties agree as follows:

1. The Contract is hereby renewed. The Final Renewal Term shall begin on October 1, 2021 and will terminate on September 30, 2022, unless terminated sooner or extended.
2. **Section IV** of the Contract, **Budget**, is hereby amended by adding: (1) \$10,416.67 to the Federal Fiscal Year (FFY) 2021 budget; and (2) \$125,000.00 for authorized services performed in the Final Renewal Term. The added funds therefore increase the total contract value from \$645,833.00 to \$781,249.67.
3. **Attachment A-2**, of the Contract, **Revised Statement of Work**, is hereby amended and replaced with **Attachment A-5, Statement of Work**.
4. Attachment B-2 of the Contract, **Budget**, is hereby amended and restated with Attachment B-5, FY22 Budget.
5. This Amendment shall be effective on the date of the last signature below.
6. Except as modified by this Amendment, all terms and conditions of the Contract shall remain in effect.
7. Any further revision to the Contract shall be by written agreement of the Parties.

Signature Page follows

**SIGNATURE PAGE
AMENDMENT NO. 5
DSHS CONTRACT NO. 537-17-0287-00001**

DEPARTMENT OF STATE HEALTH SERVICES

HIDALGO COUNTY

By: _____

By: _____

Printed Name: _____

Printed Name: _____

Title: _____

Title: _____

Date of Signature: _____

Date of Signature: _____

THE FOLLOWING DOCUMENTS ARE ATTACHED TO THIS AMENDMENT AND INCORPORATED AS PART OF THE CONTRACT:

ATTACHMENT A-5: STATEMENT OF WORK

ATTACHMENT B-5: FY22 BUDGET

ATTACHMENTS FOLLOW

ATTACHMENT A-5
STATEMENT OF WORK
DSHS CONTRACT NO. 537-17-0287-00001

I. GRANTEE RESPONSIBILITIES

Grantee will:

- A. Provide System Agency with evidence of activity implementation related to the Community and Clinical Health Bridge (CCHB) project. The CCHB project aims to reduce the impact of obesity and related chronic diseases in the State of Texas by focusing on locally driven clinical and community systems-level enhancements.

Grantee is responsible for coordinating with clinical and community partners within their service area to implement a minimum of three total strategies for the CCHB project.

Grantee is responsible for implementing at least two priority strategies. Grantee selected:

1. Develop community-clinical referral mechanisms for improved obesity and related chronic disease systems of care (Priority Strategy #2); and
2. Facilitate evidence-based education and training for providers, patients and the community to ensure consistent messaging of reliable health information and collaboration (Priority Strategy #3).

Grantee is responsible for implementing at least one optional strategy. Grantee selected:

1. Encourage healthy lifestyles for individuals, families, and communities through health promotion, outreach, and marketing (Optional Strategy #4).

- B. Conduct activities based on the approved DSHS Work Plan that was previously approved by DSHS. Approved activities include:

1. Utilize the bi-directional referral mechanism to connect residents with appropriate community health organizations (Priority Strategy #2).
2. Conduct follow-up phone calls and emails to program participants (Priority Strategy #2).
3. Conduct virtual Eating Smart-Being Active program (Priority Strategy #3).
4. Conduct virtual workout classes (Priority Strategy #3).
5. Inform clinical and community providers about the Eating Smart-Being Active program as a local resource (Priority Strategy #3).
6. Promote healthy messages and local resources through Hidalgo County Health website, social media, and community events (Optional Strategy #4).

The Work Plans must be reviewed and approved by DSHS prior to conducting activities. System Agency will provide written approval and confirmation that activities may be completed.

- C. Conduct evaluation activities based on the FY22 Evaluation Plan approved by DSHS. Approved activities must assess progress in the following focus areas:
1. Partnerships: The quality, contributions and impacts of the partnerships created or enhanced through this funding opportunity.
 2. Process: The extent to which the work plan was implemented as planned.
 3. Program Outcomes: The extent to which activities outlined in the work plan yielded the intended results.

The Evaluation Plans must be reviewed and approved by DSHS prior to conducting activities. System Agency will provide written approval and confirmation that activities may be completed.

- D. Develop and submit an annual Success Story with two (2) photographs and two (2) photograph release forms to DSHS. A Success Story Draft must be reviewed and approved by DSHS prior to the final version submission date. Success story draft and final due dates are as follows:

Success Story	Period Covered	Due Date
FY22 Draft, with 2 photographs and 2 photo release forms	10/01/21 – 09/30/22	07/01/22
FY22 Final	10/01/21 – 09/30/22	09/30/22

- E. Develop and submit an annual Project Work Plan in preparation for fiscal year 2023 to DSHS. The Work Plan must contain activities that support the priority and optional strategies selected as well as staff/organizational responsibility and timeframe. A Project Work Plan draft must be reviewed and approved by DSHS prior to the final version submission date. Work Plan draft and final due dates are as follows:

Work Plan	Period Covered by the Work Plan	Due Date
FY23 Draft	10/01/22 – 09/30/23	07/01/22
FY23 Final	10/01/22 – 09/30/23	09/30/22

- F. Develop and submit an annual Evaluation Plan in preparation for fiscal years 2023 to DSHS. The Evaluation Plan must contain activities that evaluate progress toward the priority and optional strategies and activities submitted in the Work Plan. An Evaluation Plan Draft must be reviewed and approved by DSHS prior to the final version submission date. Evaluation Plan draft and final due dates are as follows:

Evaluation Plan	Period Covered by the Evaluation Plan	Due Date
FY23 Draft	10/01/22 – 09/30/23	07/01/22
FY23 Final	10/01/22 – 09/30/23	09/30/22

- G. Participate in monthly feedback calls (i.e., monthly project status reports) with DSHS Program to be conducted on or before the 15th of each month of the contract term, unless otherwise agreed to in writing by DSHS. On the calls, Grantee will discuss the following 1) Implementation status, 2) barriers and methods to address those barriers, 3)

opportunities to enhance the activities, 4) lessons learned, and 5) next steps. Other calls may be added, as appropriate, with Grantee and DSHS Program.

- H. Submit quarterly Progress Reports to DSHS via the electronic Performance Management and Tracking System (PMATS). The information and documentation required in the Progress Reports will be based on the CCHB priority and optional strategies selected. Progress report due dates are as follows:

Progress Report #	Period Covered	Due Date
FY22 Quarter 1	10/01/21-12/31/21	01/15/22
FY22 Quarter 2	01/01/22-03/31/22	04/15/22
FY22 Quarter 3	04/01/22-06/30/22	07/15/22
FY22 Quarter 4	07/01/22-09/30/22	10/15/22

II. PERFORMANCE MEASURES

The System Agency will monitor the Grantee’s performance of the requirements in Attachment A-5 and compliance with the Contract’s terms and conditions.

III. INVOICE AND PAYMENT

- A. Grantee will request payments using the State of Texas Purchase Voucher (Form B-13) at <http://www.dshs.texas.gov/grants/forms/b13form.doc>. Voucher and any supporting documentation will be mailed or submitted by fax or electronic mail to the address/number below.

Department of State Health Services
 Claims Processing Unit, MC 1940
 1100 West 49th Street
 P.O. Box 149347
 Austin, TX 78714-9347
 FAX: (512) 458-7442
 EMAIL: invoices@dshs.texas.gov & cmsinvoices@dshs.texas.gov

- B. Grantee will be paid in accordance with the Budget in Attachment B-5 of this Contract.
- C. All invoices must reference Contract # and Purchase Order#.

ATTACHMENT B-5
FY22 BUDGET
DSHS CONTRACT NO. 537-17-0287-00001

Categorical Budget: September 1, 2020 – September 30, 2022

	9/1/2020-9/30/2021	10/1/2021-9/30/2022
PERSONNEL	\$75,738.00	\$71,568.00
FRINGE BENEFITS	\$34,665.28	\$31,025.00
TRAVEL	\$2,364.00	\$5,966.00
EQUIPMENT	\$0.00	\$0.00
SUPPLIES	\$16,781.39	\$15,841.00
CONTRACTUAL	\$0.00	\$0.00
OTHER	\$5,868.00	\$600.00
TOTAL DIRECT CHARGES	\$135,416.67	\$125,000.00
INDIRECT CHARGES	\$0.00	\$0.00
TOTAL BUDGET	\$135,416.67	\$125,000.00

**Preventive Health & Health Services FY 21 Grant Contract #537-17-0287-00001,
Amendment No. 04**

Total Budget

PHHS FY 21	Existing Budget	Approved Budget by DSHS on 10/21/2019	Additional Budget Transfer Request	Requested Budget
Personnel	176,180.00	128,134.00	131,516.00	3,382.00
Fringe Benefits	65,750.00	59,262.00	61,418.00	2,156.00
Travel	1,576.00	4,728.00	4,728.00	-
Equipment	-		-	-
Supplies	5,609.00	15,347.00	18,646.00	3,299.00
Contractual	-			-
Other	885.00	42,529.00	33,692.00	(8,837.00)
Total Direct Costs	250,000.00	250,000.00	250,000.00	-
Indirect Costs	-			-
Total (Sum of H and I)	250,000.00	250,000.00	250,000.00	-