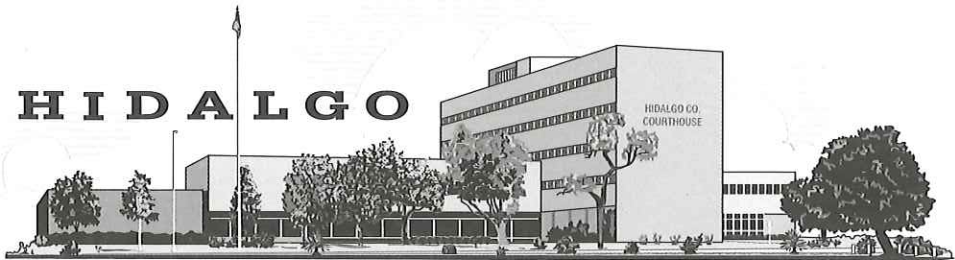


COUNTY *of* HIDALGO



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

April 14, 2022

The Honorable Richard Cortez, Hidalgo County Judge
The Honorable David Fuentes, Commissioner, Precinct No. 1
The Honorable Eduardo Cantu, Commissioner, Precinct No. 2
The Honorable Everardo 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:

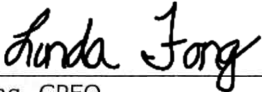
The county auditor shall certify to the commissioners court the receipt of all public or private grant or aid money that is available for disbursement in a fiscal year but not included in the budget for that fiscal year. On certification, the court shall adopt a special budget for the limited purpose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

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

AMOUNT
\$200,000.00

PURPOSE
Award No. HHS000455900001 Amend. No. 3
MCH Lactation Support Center Services- Strategic Expansion Program

CERTIFIED BY:



Linda Fong, CPFO

04/14/2022

Date

HIDALGO COUNTY DISTRICT JUDGES

LUIS M. SINGLETERRY
JUDGE, 92ND D.C.

FERNANDO MANCIAS
JUDGE, 93RD 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, 332ND D.C.

NOE GONZALEZ
JUDGE, 370TH D.C.
OVERSEER

LETICIA LOPEZ
JUDGE, 389TH D.C.

L. KENO VASQUEZ
JUDGE, 398TH D.C.

ISRAEL RAMON, JR.
JUDGE, 430TH D.C.

RENEE R. BETANCOURT
JUDGE, 449TH D.C.

JOSE "JOE" RAMIREZ
JUDGE, 484TH D.C.

AI-85388

WIC 27. A.

CC REGULAR AGENDA SPECIAL MTG

Meeting Date: 04/19/2022

Submitted By: Margarita Gonzalez, WIC

Department: WIC

CAPTION

WIC Lactation Support Center Services (1292:

1. Requesting approval to accept the FY2023 Department of State Health Services Lactation Support Center Services Strategic Expansion (LSCS-SEP) renewal contract HHS000455900001 Amendment No.3 for Hidalgo County Health Human Services contract, for the period of September 1, 2022, and extend the termination date to August 31, 2023, in the amount of \$200,000.00.
2. Requesting approval for County Judge to DocuSign the Signature Page for Amendment No.3 Contract HHS 000455900001
3. Requesting approval for the Certification of Revenue in the amount of \$200,000.00 approved by the County Auditor.
- 4, Requesting approval of the FY23 Budget Appropriation in the amount of \$200,000.00.

BACKGROUND

LSCS FY23 Amendment #3

LSCS FY23 Budget Appropriation

Fiscal Impact

CALENDAR YEAR: 2022

ACCT. #: 2-1292-441-00-350-018-3-XXX

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

No Budgetary Impact: 100% Grant Funded.

Attachments

AI-85388 Signature Page

FY23 LSCS Statement of Work

Appropriation

Form Review

Inbox

Budget & Management

Final Approval

Form Started By: Margarita Gonzalez

Reviewed By

Noelia Gonzalez

Date

04/13/2022 09:37 AM

Started On: 04/11/2022 08:48 AM



Brianda Gomez <brianda.gomez@auditor.co.hidalgo.tx.us>

Certification of Revenue for Program 18

1 message

Margarita Gonzalez <mague.gonzalez@wic.co.hidalgo.tx.us>

Tue, Apr 12, 2022 at 12:01 PM

To: Brianda Gomez <brianda.gomez@auditor.co.hidalgo.tx.us>, Minerva Diaz <minerva.diaz@auditor.co.hidalgo.tx.us>, "ramirez, clarissa" <clarissa.ramirez@wic.co.hidalgo.tx.us>, Azael Munoz <azael.munoz@wic.co.hidalgo.tx.us>

Brianda, I would like to request a Certification of Revenue for Program 18 in the amount of \$200,000.00.
Program 18 2.1292.334.10.350.018.3.xxx \$200,000.00.

Program 18 Lactation

--

Hidalgo County WIC Program
Margarita Gonzalez
Division Grant Manager II
mague.gonzalez@wic.co.hidalgo.tx.us
(956)381-4646 ext.4042

**DEPARTMENT OF STATE HEALTH SERVICES
CONTRACT NO. HHS000455900001
AMENDMENT NO. 3**

The Department of State Health Services ("System Agency" or "DSHS") and Hidalgo County ("Grantee"), each a "Party" and collectively the "Parties" to DSHS Contract No. HHS000455900001 effective September 1, 2019 (the "Contract"), now want to further amend the Contract.

Whereas, DSHS wants to renew the Contract for the period of September 1, 2022 through August 31, 2023 ("FY 2023");

Whereas, the Parties want to increase the Contract amount for services delivered during FY 2023;

Whereas, the Parties want to revise the Budget for FY 2023; and

The Parties therefore agree as follows:

1. Section III of the Contract, Duration, is hereby amended to extend the termination date to August 31, 2023.
2. Section IV of the Contract, Budget, is hereby amended to add \$200,000.00 in state funds to the Contract for services delivered during FY2023. The total Contract amount is not to exceed \$800,000.00; and all expenditures incurred during FY2023 must be in accordance with **ATTACHMENT B-2 – BUDGET (FY 2023)**.
3. **ATTACHMENT A – STATEMENT OF WORK** is hereby supplemented with **ATTACHMENT A-1 – SUPPLEMENTAL STATEMENT OF WORK** which is incorporated into and made part of this agreement.
4. This Amendment shall be effective on September 1, 2022, if both Parties have signed below before then.
5. Except as modified by this Amendment, all terms and conditions of the Contract shall remain in 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. HHS000455900001

DEPARTMENT OF STATE HEALTH SERVICES HIDALGO COUNTY

By: _____

By: _____

Date: _____

Date: _____

THE FOLLOWING DOCUMENT IS ATTACHED TO THIS AMENDMENT, AND ITS TERMS ARE HEREBY INCORPORATED INTO THE CONTRACT BY REFERENCE:

**ATTACHMENT A-1 – SUPPLEMENTAL STATEMENT OF WORK
ATTACHMENT B -2 - Budget (FY 2023)**

ATTACHMENTS FOLLOW

ATTACHMENT A-1
SUPPLEMENTAL STATEMENT OF WORK
LACTATION SUPPORT CENTER SERVICES

I. GRANTEE RESPONSIBILITIES

Grantee shall work with the Texas Department of State Health Services (DSHS), Community Health Improvement Division (CHI), Maternal and Child Health Unit (MCHU) to develop and implement the Lactation Support Center Services - Strategic Expansion Program (LSCS-SEP).

Grantee shall utilize the program to provide population-based public health services and implement strategies to increase accessibility, quality and coordination of breastfeeding support services in the Grantee's service delivery area.

The services provided under this Contract will complement and expand upon services provided by the Grantee under their current HHSC WIC Local Agency Lactation Center Contract by which the HHSC WIC Program pays Grantee to: (1) act as a lactation resource center for the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) mothers with breastfeeding problems, (2) a training center for WIC local agency staff and other health providers to receive clinical experience working with breastfeeding mothers, and (3) a statewide Breastfeeding Resource Center for health providers to utilize for information and assistance when working with pregnant and breastfeeding women.

Activities and funding provided under this Contract shall not duplicate nor supplant services otherwise provided by the Grantee under any other payment source.

Grantee will:

- A. Perform professional, administrative, and clerical services necessary to:
 - 1. Act as a lactation resource center for, and provide lactation education, counseling, and referral services to, women (participants) with breastfeeding problems who do not currently participate in the Texas Special Supplemental Nutrition Program for Women, Infants, and Children (WIC).
 - a. Lactation counseling services provided by the Grantee under this Contract shall be performed by, or under the supervision of, an International Board-Certified Lactation Consultant. An International Board-Certified Lactation Consultant is defined as a health care professional who specializes in the clinical management of breastfeeding and who is certified by the International Board of Lactation Consultant Examiners, Inc. (IBLCE), under the direction of the U.S. National Commission for Certifying Agencies. Lactation counseling services shall be performed in a manner consistent with IBLCE Professional Standards and according to statutes and to DSHS and HHSC rules, policies, and directives.
 - b. Grantee shall determine participants' access to, physical and behavioral health care and other human services, and make appropriate referrals.

ATTACHMENT A-1
SUPPLEMENTAL STATEMENT OF WORK
LACTATION SUPPORT CENTER SERVICES

2. Develop and implement activities to mobilize and engage key community partners in locally-appropriate planning activities to promote a shared vision for leveraging resources and to strategically assess, plan, develop, integrate, and improve coordinated systems of care for lactation support consistent with recommendations of the Surgeon General's Call to Action to Support Breastfeeding, the Centers for Disease Control Guide to Strategies to Support Breastfeeding Mothers and Babies, the National Association of County and City Health Officials & United States Breastfeeding Committee Continuity of Care in Breastfeeding Support: A Blueprint for Communities. and/or other best practice resources as approved by DSHS. Activities may include, but are not limited to:
 - a. Providing and increasing access to lactation support training opportunities to support the maintenance of competencies and skills to train and build the local lactation support workforce. Build community capacity to design and deliver trainings to others in the community (train the trainer).
 - b. Working with local health-related vocational programs, skilled trade technical programs, and undergraduate and graduate education programs for health professionals to integrate lactation education and support curriculum.
 - c. Providing access to training and mentorship to support development of community-based lactation support leadership and to create equitable workforce development pathways for lactation support roles and professions.
 - d. Partnering with peer organizations and community stakeholders (such as WIC, local hospitals, birthing centers, faith-based organizations, employers, childcare centers, milk banks, community health providers, etc.) to identify training curricula, common educational materials, and co-created resources to establish consistent messaging across agencies within the lactation workforce.

3. Provide expanded services to mothers and families in Grantee's service delivery area including:
 - a. Information, education, and referrals on key maternal, infant, and early childhood health topics supportive of optimal infant feeding and maternal and infant health outcomes which will include perinatal depression screening and referral, urgent maternal warning signs, infant sleep safety and may include, but is not limited to, maternal-infant attachment; baby behavior; maternal health and safety; infant and early childhood development and care; appropriate introduction of complementary foods (e.g., avoidance of solids in bottles, delaying introduction of

ATTACHMENT A-1
SUPPLEMENTAL STATEMENT OF WORK
LACTATION SUPPORT CENTER SERVICES

complementary foods to 6 months); importance of medical home; perinatal mental and behavioral health; or other topics as approved by System Agency; and

- b. Breastfeeding peer counselor or other recommended sources of mother-to-mother support in hospital or community settings; and
- c. Providing women who do not currently participate in the WIC program with breastfeeding and lactation support including, when appropriate, support with accessing lactation supplies as needed for establishment and maintenance of lactation; and
- d. Enabling services (e.g., taxi vouchers or other transportation services; extended hours; mobile clinics; or other evidence-based strategies) to address barriers as identified through needs assessment to increase access to family-centered, culturally relevant, timely lactation support.

B. In consultation with System Agency, develop and maintain an annual LSCS-SEP Work Plan and strategy for implementing the program, including goals; objectives; milestones for progress; action steps; timelines; performance measures and data sources; and key partners, and other resources to carry out the plan. Collect and maintain data on selected program indicators as outlined in approved annual LSCS-SEP Work Plan.

C. Appoint and maintain staffing of an LSCS-SEP Coordinator. Participate in project planning, sharing, and status meetings (virtual or in person) with System Agency on approximately a monthly basis and as needed. Ensure adequate staff competence, skills and training, staff coverage and uninterrupted delivery of services provided under this Contract.

D. Assist DSHS in evaluative activities including the collection of quantitative and qualitative data that will identify benefits of this LSCS-SEP and furnish financial, health, education and any other special reports in a timely manner as requested by, and in a format consistent with the written requests of DSHS.

E. Assist with dissemination of project and program successes.

F. Work with community stakeholders and System Agency to develop a LSCS-SEP Sustainability Plan, based on the CDC Sustainability Planning Guide for Healthy Communities, by:

- 1. Coordinating periodic stakeholder meetings to provide a forum to discuss data, maternal and infant health priorities and strategies.
- 2. Following the 10 steps for developing and implementing a Sustainability Plan as outlined in the CDC Sustainability Planning Guide for Healthy Communities (available online as of November 21, 2021 at [Sustainability Planning Guide \(cdc.gov\)](https://www.cdc.gov/sustainability)).

ATTACHMENT A-1
SUPPLEMENTAL STATEMENT OF WORK
LACTATION SUPPORT CENTER SERVICES

G. Submit to System Agency the following documents or reports in the formats requested by System Agency to InfantHealth@dshs.texas.gov and cdsb@dshs.texas.gov:

1. A finalized annual LSCS-SEP Work Plan due on September 30, 2022, that outlines the Grantee's approach for implementing strategies and activities to comply with this Contract. System Agency must provide written approval of the annual LSCS-SEP Work Plan prior to implementation.
2. A Sustainability Plan Report and an Annual Report, including a description of the implementation of strategies during the project period (September 2022 through August 2023 to update System Agency on assessments, activities carried out, and intervention impact. Submit these reports to by August 31, 2023.
3. All activities related to the LSCS-SEP, including time frames, budget, and any revisions shall be approved by DSHS.
4. Quarterly Financial Status Reports (FSR) to be submitted to invoices@dshs.texas.gov and to cdsb@dshs.texas.gov by the below dates:
 - a. September 1, 2022 – February 28, 2023 Due by March 31, 2023
 - b. March 1, 2023 – August 31, 2023 Due by October 15, 2023

Grantee shall submit quarterly Financial Status Reports (FSR/Form 269A) for services provided with MCHU funds. Each FSR shall be clearly marked as "MCH Lactation Support Center Services-Strategic Expansion Program." The original FSR shall be signed and emailed to the DSHS Claims Processing Unit at the address below.

II. PERFORMANCE MEASURES

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

III. INVOICE AND PAYMENT

- A. Grantee will request monthly payments using the State of Texas Purchase Voucher (Form B-13) at <http://www.dshs.texas.gov/grants/forms.shtm>. Form B-13 (voucher) shall be marked as "MCH Lactation Support Center Services-Strategic Expansion Program" and any supporting documentation shall be mailed or submitted electronically to the address/number below.

Department of State Health Services
Claims Processing Unit, MC 1940

ATTACHMENT A-1
SUPPLEMENTAL STATEMENT OF WORK
LACTATION SUPPORT CENTER SERVICES

1100 West 49th Street

P.O. Box 149347

Austin, TX 78714-9347

Email: invoices@dshs.texas.gov and CMSinvoices@dshs.texas.gov

- B. Form B-13 voucher shall be submitted each month even if there are zero expenditures. Form B-13 voucher shall be submitted each month for actual program expenditures even if the Contract limit has been reached.
- C. Grantee shall electronically submit a final close-out voucher not later than thirty (30) days following the end of the applicable Contract term(s) for costs encumbered on or before the last day of the Contract term. Vouchers received more than thirty (30) days following the end of the applicable Contract term will not be paid.
- D. Grantee will be paid on a cost reimbursement basis and in accordance with the Budget in **ATTACHMENT B-2** of this Contract.

**ATTACHMENT B-2
BUDGET (FY2023)**

CATEGORY	AMOUNT
Personnel	\$138,818
Fringe Benefits	\$49,697
Travel	\$0.00
Equipment	\$0.00
Supplies	\$1,941
Contractual	\$0.00
Other	\$9,544
Total Direct Costs	\$200,000
Indirect Costs	\$0.00
Total Direct Costs and Indirect Costs	\$200,000
TOTAL	\$200,000

DATE: April 19, 2022

DEPARTMENT HEAD: Clarissa Ramirez

2022
Appropriation
AI-85388



DEPARTMENT NAME: WIC

ACCOUNT NUMBER: 2-1292-441-00-350-018-3-XXX WIC LAC SUPP CENTER

Contact Person: Azael D. Munoz Ph#: (956)381-4646 ext. 4045

SUBJECT: Budget Amendments (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Budget Amendments (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

INCREASE ACCOUNT NUMBER(S)	ACCOUNT (OBJECT) NAME	AMOUNT
2-1292-441-00-350-018-3-113	WIC LAC SUPP CENTER-REG F/T EMPLOYEES	137,822.00
2-1292-441-00-350-018-3-115	WIC LAC SUPP CENTER-LONGEVITY PAY	996.00
2-1292-441-00-350-018-3-211	WIC LAC SUPP CENTER-HEALTH INSURANCE	18,755.00
2-1292-441-00-350-018-3-212	WIC LAC SUPP CENTER-LIFE INSURANCE	96.00
2-1292-441-00-350-018-3-220	WIC LAC SUPP CENTER-FICA	10,620.00
2-1292-441-00-350-018-3-230	WIC LAC SUPP CENTER-RETIREMENT	18,088.00
2-1292-441-00-350-018-3-250	WIC LAC SUPP CENTER-UNEMPLOYMENT COMP	833.00
2-1292-441-00-350-018-3-260	WIC LAC SUPP CENTER-WORKERS COMP	1,305.00
2-1292-441-00-350-018-3-583	WIC LAC SUPP CENTER-LAND & BLDG RENT	8,356.00
2-1292-441-00-350-018-3-610	WIC LAC SUPP CENTER-GENERAL SUPPLIES	1,941.00
2-1292-441-00-350-018-3-812	WIC LAC SUPP CENTER-SOFTWARE LICENSE REN	1,188.00
2-1292-334-10-350-018-3-000	WIC LAC SUPP CENTER REVENUES	200,000.00
TOTAL BUDGET INCREASE (DECREASE)		200,000.00

REASON:

To appropriate the LSCS-SEP FY23 state grant/contract budget awarded by the Department of State Health Services (DSHS), contract # HHS000455900001, Amendment #3. Grant contract renewal period is from 09/01/2022 to 08/31/2023.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

/ /
DATE

ATTEST COUNTY CLERK

0.*

137,822.00+

996.00+

18,755.00+

96.00+

10,620.00+

18,088.00+

833.00+

1,305.00+

8,356.00+

1,941.00+

1,188.00+

200,000.00*