

# 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)**

April 30, 2024

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 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 § 111.07076 SPECIAL BUDGET FOR GRANT OR AID MONEY:

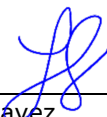
The county auditor shall certify to the commissioners' court the receipt of all public or private grant or aid money that is available for disbursement in a fiscal year but not included in the budget for that fiscal year. On certification, the court shall adopt a special budget for the limited purpose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

I, Letty Chavez, 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, Office of Border Public Health. These funds may now be made available by creating a new special budget or amending a current budget for its intended purposes.

AMOUNT  
\$ 9,999.00

PURPOSE  
Purchase Order No. HHSTX-4-0000343592  
Office of Border Public Health (OBPH)

CERTIFIED BY:

  
\_\_\_\_\_  
Letty Chavez  
Hidalgo County Auditor

4/29/2024

\_\_\_\_\_  
Date

### HIDALGO COUNTY DISTRICT JUDGES

LUIS M. SINGLETERRY JUDGE, 92<sup>ND</sup> D.C.    FERNANDO MANCIAS 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.    MARLA CUELLAR 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.    L. KENO VASQUEZ JUDGE, 398<sup>TH</sup> D.C.    ISRAEL RAMON, JR. JUDGE, 430<sup>TH</sup> D.C.    RENEE R. BETANCOURT JUDGE, 449<sup>TH</sup> D.C.    JOSE "JOE" RAMIREZ JUDGE, 464<sup>TH</sup> D.C.    YSMAEL FONSECA JUDGE, 476<sup>TH</sup> D.C.

AI-95000

Health & Human Services Dept. 26. A.

**CC REGULAR AGENDA SPECIAL MTG**

**Meeting Date:** 04/30/2024

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

**Submitted By:** Carlos Oliva

**Department:** HEALTH & HUMAN SERVICES DEPT.

**CAPTION**

1. Requesting approval to accept the Office of Border Public Health FY24 award in the amount of \$9,999.00 ✓
- ✓ 2. Requesting approval of the Certification of Revenue as certified by the County Auditor in the amount of \$9,999.00 and appropriation of the same.

**BACKGROUND**

03/05/2024 - AI 94432 - Approval to submit request for funds

**Fiscal Impact**

**CALENDAR YEAR:** 2024

**ACCT. #:** 4-1293-441-00-340-054-4-XXX ✓

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

**MATCHING FUNDS Y/N?:** N ✓

**BUDGETARY IMPACT:**

No local matching funds required

**Attachments**

- Purchase Order
- Appropriation
- Work Plan
- COR Request

**Form Review**

**Inbox**

Budget & Management

Final Approval

Form Started By: Carlos Oliva

**Reviewed By**

Veronica Ortiz

**Date**

04/18/2024 01:43 PM

Started On: 04/15/2024 03:33 PM

DATE: April 30, 2024

DEPARTMENT HEAD: Eduardo Olivarez

**2024**  
**Appropriation**  
**AI-95000**



DEPARTMENT NAME: Health & Human Services

ACCOUNT NUMBER: 4-1293-441-00-340-054-4-XXX

Contact Person: Carlos Oliva Ph#: (956) 383-6221

**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
4-1293-441-00-340-054-4-550 ✓	OBPH-PRINTING & BINDING ✓	1,500.00 ✓
4-1293-441-00-340-054-4-610 ✓	OBPH-GENERAL SUPPLIES ✓	6,199.00 ✓
4-1293-441-00-340-054-4-890 ✓	OBPH-OTHER ✓	2,300.00 ✓
4-1293-331-12-340-054-4-000 ✓	OBPH - REVENUE (FEDERAL) ✓	4,999.50 ✓
4-1293-334-10-340-054-4-000 ✓	OBPH - REVENUE (STATE) ✓	4,999.50 ✓
<b>TOTAL BUDGET INCREASE (DECREASE)</b>		<b>9,999.00</b> ✓

**REASON:** Appropriation of program funding for Office of Border Public Health FY 24 program that started on 09/01/2023 and ends on 08/31/2024. ✓

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
DATE

ATTEST COUNTY CLERK

**REVIEWED**  
By Minerva Diaz at 10:24 am, Apr 29, 2024



Carlos Oliva &lt;carlos.oliva@hchd.org&gt;

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**Request for Certification of Revenue (\$9,999.00) - Program 54 FY 24**

1 message

**Carlos Oliva** <carlos.oliva@hchd.org>

Tue, Apr 16, 2024 at 8:19 AM

To: Javier Flores &lt;javier.flores@auditor.co.hidalgo.tx.us&gt;, Monica Valdez &lt;monica.avaldez@auditor.co.hidalgo.tx.us&gt;

Cc: Miguel Escaname &lt;miguel.escaname@hchd.org&gt;, Minerva Diaz &lt;minerva.diaz@auditor.co.hidalgo.tx.us&gt;

Good afternoon Javier and Monica,

We got awarded funding for program 54 FY 24 and I wanted to ask if you can help me with a Certification of Revenue for this grant. I created AI - 95000 for the acceptance of this grant and it will go to court on 4/30/2024.

Attached you will find:

- Budget Appropriation (\$9,999.00)
- Email communication with DSHS containing the CFDA number
- Work Plan for the OBPH grant
- PO for FY 24


If you have any questions please let me know.

Thank you,

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**Carlos Oliva****Accountant III****Hidalgo County Health Department****1304 S. 25<sup>th</sup> Avenue****Edinburg, Texas 78542****Phone: (956) 292-7000 Ext. 7241**[carlos.oliva@hchd.org](mailto:carlos.oliva@hchd.org)

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**4 attachments** **Appropriation - AI - 95000.pdf**  
236K **COUNTY OF HIDALGO, TEXAS Mail - Fwd\_ COBINA POC - Information.pdf**  
148K **FY24 HIDAREY Workplan.pdf**  
189K **HHSTX\_0000343592\_0.pdf**  
27K

# Office of Border Public Health (OBPH) Workplan

## REQUESTING AGENCY/PROGRAM

Hidalgo Reynosa Binational Health Council

## TIMELINE

September 1, 2023-August 31, 2024

## KEY PERSONNEL

- HIDAREY Hidalgo Reynosa Binational Health Council
- Hidalgo Health Department – will provide staff to attend and participate
- Secretariat of Health of Tamaulipas, Health Jurisdiction No. IV - will provide some of the presenters and staff.
- Department of State Health Services-Region 11, Office of Border Public Health - will provide staff to participate in the meetings and send announcements of meetings and Vector Control Action Day event.
- DSHS Preparedness Program - will provide some of the presenters and staff.
- CDC - will provide some of the presenters and staff.

## PROJECT DESCRIPTION

### Background

Binational Health Councils (known commonly as the COBINAS) Binational Health Councils for U.S. - México border sister-cities were established during the XXI U.S. Mexico Border Health Association meeting in Nogales, Arizona in 1963. The initial purpose of the councils was to provide a vehicle for the promotion of unity and friendship between the health officials of neighboring cities. As the councils have matured, their purpose has evolved to include examining health needs, problems, and available programs with particular attention and concern to the Council's geographical area, and to consider how its members can promote joint actions in common benefit of the population of both sides of the border.

### Project Goals and Objectives

#### Goal

To provide a vehicle for the promotion of unity and friendship between the health officials of neighboring cities, examining health needs, problems, and available programs with particular attention and concern to the council's geographical area, and to consider how its members can promote joint actions in common benefit of the population of both sides of the border

#### Objectives

- To strengthen communication and binational border collaboration between the HIDAREY Hidalgo Reynosa Binational Health Council
- Provide Vector control and emerging disease and emergency information to the community.
- Establish a Border and Surveillance Team (BEST Team).

## Border Epidemiology and Surveillance Team (BEST) Project Overview

The purpose of the *BEST* workgroup is to develop a joint effort to strengthen the Epi/Surveillance

capacity by identifying issues, interests, and challenges on the sister cities on both sides of the border. Activities that may be included in this project will be writing or aiding in disaster plans for regional responses for multiple communicable diseases. This project would review disease conditions, transmission and the potential for outbreaks and determine trigger points for response activity along the border and with sister cities. There is an immense need to integrate a binational component and it would best to have the fellow assist in the integration and completion of these activities. This program can help to review binational outbreak guidelines and create reference guides for distribution to local stakeholders, regional local health departments and local healthcare providers. The CSTE fellow will acquire great experience in Binational epidemiological programs and issues that are unique to Region 11.

### **Mission**

The mission of the BEST is to utilize a multi-agency partnership to assess, analyze and facilitate public health surveillance activities and interventions in a binational setting for the purpose of improving the health status of border communities through identification, communication, and response to issues of public health significance.

### **Goals of BEST**

- To clarify the roles of each team member to optimize surveillance activity when an event occurs.
- To decrease fragmentation of existing surveillance systems and increase knowledge of present surveillance systems to maximize limited resources.
- To provide an opportunity for bilateral exchange and interaction in public health and science.
- To clarify the roles of each team member to optimize surveillance activity when an event occurs.
- Increase border surveillance along region 11
- Acquire accurate infectious disease incidence rates
- Create a strong network of reporting Sites

Potential projects:

- Chikungunya / Dengue / West Nile / Zika Surveillance
- Vector surveillance
- ILA
- Or Any Emerging diseases

### **Proposed Work Plan**

To have four Hidalgo-Reynosa BHC meetings during the FY24 and to have a *Binational/Public Health Education/Promotion Event* each fiscal year.

HIDAREY BHC provides a vehicle for the promotion of unity and friendship between the health officials of neighboring cities, examining health needs, problems, and available programs with particular attention and concern to the Council's geographical area, and to consider how its members can promote joint actions in common benefit of the population of both sides of the border. During the meetings, members present updates on emerging issues, and presentation by subject matter experts on public health topics affecting the population of both sides of the border.

The Binational/Public Health Education/Promotion Event: (on any upcoming disease) is a community engagement event to reduce mosquito populations, protect the community against mosquito borne diseases or educate the public and any emerging diseases at hand. The event can inform and educate the binational community about vector-borne disease prevention behaviors, emerging diseases, provide trustworthy and accurate information about and offer the necessary tools and resources for taking action to prevent mosquito-borne infections or other emerging diseases.

The health education event will

- Gain a broad bird's eye view of the border and global vector prevention education or other disease in place
- Get the freshest updates from experts.
- Establish contacts with key local, federal, and international agencies involved in the fight against ongoing transmission.
- Network with colleagues from both sides of the border.
- Learn how an organization/agency can prepare for an outbreak.

### **Public Health Promotion Events Benefits**

- Promote joint actions to address health needs of the population of both sides of the border.
- Increased knowledge and awareness on emerging border public health issues.
- Increased knowledge and awareness about Vector control or other emergent disease of the moment
- Gain a broad bird's eye view of the border and global Vector control situation.
- Get the freshest updates from Vector control or other emergent disease of the moment experts.
- Establish contacts with key local, state, federal and international agencies involved in the fight against ongoing transmission.
- Network with colleagues from both sides of the border.
- Learn how an organization/agency can prepare for a Vector outbreak or of an emerging disease.

### **Anticipated Outcomes**

- Increase knowledge –Persons attending the Health Education Day Event will receive information about public health issues that affect the border.
- Increase knowledge on emerging border public health issues – All binational health council members will be better informed about public health issues that affect the border.
- All binational health council members will Promote joint actions to address public health needs of the population on both sides of the border.
- All binational health council members will work on solutions to address public health issues that might arise.
- Strengthen the collaboration and coordination between Hidalgo-Reynosa BHC and the OBPH Office through BHC meetings and by holding conference calls once a month to monitor, assess, and evaluate binational health council needs.
- Increased knowledge and awareness about Vector control
- Gain a broad bird's eye view of the border and global Vector control virus situation.
- Get the freshest updates from Vector control experts.
- Establish contacts with key local, state, federal and international agencies involved in the fight against ongoing transmission.

### **Expected Deliverables:**

The HIDAREY binational health council will:

- Keep sign in sheets of all meetings
- Provide BHC members bilingual educational flyers/presentation to members and the general public on public health issues that affect the border including vector control or emerging diseases.

- HIDAREY will submit a final evaluation report which will include pictures and sign in sheets, agendas and minutes of all meetings, as well as pictures and flyers of health promotion events.

**FUNDING REQUEST**

<b>FY24- September 1, 2023-August 31, 2024</b>	
Meetings – Agenda, Sign-In Sheets and Minutes \$500.00 x 4	\$2000.00
<i>Binational/Public Health Education/Promotion Event:</i> Supplies, Copies, Printing, Incentives, Educational Materials, Media	\$7,699.00
Video and Calling Services	\$ 300.00
<b>Total for FY24</b>	<b>\$9,999.00 ✓</b>

**Vendor: TX ID# 74-**

**Contact Information**

Name: Eduardo Olivarez, Chief Administrative Officer

Address: 1304 S. 25<sup>th</sup> Avenue, Edinburg, Texas 78539

Telephone: (956) 383-6221

Fax

Email: Eddie.Olivarez@hchd.org

# Department of State Health Services

## Purchase Order

Dispatch via Print ✓

<b>Payment Terms</b> Net 30	<b>Freight Terms</b> Prepaid & Allow	<b>Ship Via</b> BEST WAY	<b>Purchase Order</b> <b>HHSTX-4-0000343592</b>
If advertised by informal bid, Invitation for Offer, or Request for Proposal; all specifications, terms, and conditions set forth in the advertisement and vendor's conforming responses become a part of this numbered purchase order. Contractor guarantees goods or services delivered meet or exceed numbered purchase order requirements.			<b>Date</b> 04/15/24
<b>All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.</b>			<b>Revision</b> Page 1
			<b>Ship To:</b> 1907 - Harlingen:601 W Sesame Dr DEPARTMENT OF STATE HEALTH SERVICES 601 W Sesame Dr Harlingen TX 78550 United States

**Vendor:** ✓ 1746000717 6  
HIDALGO COUNTY  
HIDALGO COUNTY HEALTH DEPARTMENT  
1304 S 25TH AVE  
EDINBURG TX 785427205  
United States

**Bill To:** Invoice-DSHS Fiscal Claims  
DEPARTMENT OF STATE HEALTH SERVICES  
1100 W 49th St (RBB)  
PO Box 149347  
Austin TX 78756  
United States

**Fax:** 512/458-7442  
**Email:** invoices@dshs.texas.gov

**Exempt Reason:** INTERLOCAL CONTRACTS

**Purchaser:** Sprague, Jacob

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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- ✓ FY24 Funding
- EX/0 - Legal cite TGC - 791 Interlocal
- Requisition: 262168 Pricing per Work proposal
- ✓ Purchase Order Term: 4/15/2024 To 8/31/2025

This purchase order is contingent upon the continued availability of lawful appropriations by the Texas Legislature and may be canceled at any time in whole or part without penalty. HHS or the agency does not commit to ordering specific quantities of goods/services or dollar amounts with respect to this purchase order. The agency shall be obligated to pay for only those goods and/or services ordered and received by the agency. Any funds not utilized by 08/31/2024 are automatically canceled.

VID: 1746000717  
Vendor: HIDALGO COUNTY  
Eddie.olivarez@hchd.org  
659-383-6221

Contract Manager  
RAVEN KEITH  
RAVEN.KEITH@DSHS.TEXAS.GOV  
956-421-5511

PCS contact  
Jacob Sprague  
512-776-2320  
Jacob.sprague3@hhs.texas.gov

1-1	Hidalgo Reynosa Binational Health Council Office of Border Public Health (OBPH) Workplan	962-58	1.00	EA	9999.00000	\$9,999.00	04/15/2024
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**Schedule Total**                     \$9,999.00

**Item Total for Line 1**                     \$9,999.00

**Total PO Amount** \$9,999.00 ✓

# Department of State Health Services

## Purchase Order

Dispatch via Print

<b>Payment Terms</b> Net 30	<b>Freight Terms</b> Prepaid & Allow	<b>Ship Via</b> BEST WAY	<b>Purchase Order</b> <b>HHSTX-4-0000343592</b>
If advertised by informal bid, Invitation for Offer, or Request for Proposal; all specifications, terms, and conditions set forth in the advertisement and vendor's conforming responses become a part of this numbered purchase order. Contractor guarantees goods or services delivered meet or exceed numbered purchase order requirements.			<b>Date</b> 04/15/24
<b>All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.</b>			<b>Revision</b> Page 2
			<b>Ship To:</b> 1907 - Harlingen:601 W Sesame Dr DEPARTMENT OF STATE HEALTH SERVICES 601 W Sesame Dr Harlingen TX 78550 United States

**Vendor:** 1746000717 6  
 ✓ HIDALGO COUNTY  
 HIDALGO COUNTY HEALTH DEPARTMENT  
 1304 S 25TH AVE  
 EDINBURG TX 785427205  
 United States

**Bill To:** Invoice-DSHS Fiscal Claims  
 DEPARTMENT OF STATE HEALTH SERVICES  
 1100 W 49th St (RBB)  
 PO Box 149347  
 Austin TX 78756  
 United States

**Fax:** 512/458-7442  
**Email:** invoices@dshs.texas.gov

**Exempt Reason:** INTERLOCAL CONTRACTS


**Purchaser:** Sprague, Jacob

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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No substitutions or cancellations are permitted without prior approval by Health & Human Services Commission. If contractor fails to deliver by promised delivery date (or reasonable time thereafter) or fails to meet requirements, Health & Human Services Commission reserves the right to purchase elsewhere and charge an increased cost and handling to contractor.

Over shipments will not be accepted unless authorized by Buyer prior to shipment. The dispute resolution process provided for in Chapter 2260 of the Texas Government Code must be used by the Health & Human Services Commission and Contractor to attempt to resolve all disputes arising under the contract.

Performance under this purchase order is acceptance of the attached affirmations and terms and conditions.

✓ <b>Authorized By</b>  Jacob Sprague, CTCD	<b>04/15/2024</b>
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Carlos Oliva &lt;carlos.oliva@hchd.org&gt;

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**Fwd: COBINA POC - Information**

1 message

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**Miguel Escaname** <miguel.escaname@hchd.org>  
To: Carlos Oliva <carlos.oliva@hchd.org>

Mon, Apr 15, 2024 at 1:20 PM

----- Forwarded message -----

From: **Perez, Alberto (DSHS)** <Alberto.Perez@dshs.texas.gov>  
Date: Tue, Feb 20, 2024 at 8:47 AM  
Subject: RE: COBINA POC - Information  
To: Clarissa Perez <clarissa.perez@hchd.org>  
Cc: mike.escaname@hchd.org <mike.escaname@hchd.org>, Zuniga, Kassandra (DSHS) <Kassandra.Zuniga@dshs.texas.gov>, Garcia, Oda (DSHS) <Oda.Garcia@dshs.texas.gov>, Amy Gonzalez <amy.gonzalez@hchd.org>, Mata, Lupita (DSHS) <Lupita.Mata@dshs.texas.gov>

Hi Clarissa,

The only thing we have is the workplan attached as of now. That is the only document we sent last year. Prior to that we had a contract that had the stipulations but we no longer use that. Basically, The Hidalgo Health will be reimbursed based on the deliverables. You would invoice us for the deliverables completed and listed in the workplan. The amounts and the deliverables are listed in the workplan. Our P.O. is in the process of being produced and it should be ready in a few weeks. If you would like to wait until you see the P.O. that is ok with us.

As per the funding source, this is the explanation and response to your request from our central office: The only information we do have are the CFDA numbers for the state and federal portions of the funding and that it is passed through from HHSC. The GR portion of the funding is CFDA 0758; the Federal portion is **CFDA 93.778.03**. That is all of the information that we have since we don't get the funding directly and it goes through HHSC. Please let me know if you would like more information and I can gladly try to get that for you.

Sincerely,

**Alberto M. Perez, PhD, MPH**

Regional Manager, Office of Border Public Health (OBPH)