

Agenda



County of Inyo Board of Supervisors

Board of Supervisors Room
County Administrative Center
224 North Edwards
Independence, California

All members of the public are encouraged to participate in the discussion of any items on the Agenda. Anyone wishing to speak, please obtain a card from the Board Clerk and indicate each item you would like to discuss. Return the completed card to the Board Clerk before the Board considers the item (s) upon which you wish to speak. You will be allowed to speak about each item before the Board takes action on it.

Any member of the public may also make comments during the scheduled "Public Comment" period on this agenda concerning any subject related to the Board of Supervisors or County Government. No card needs to be submitted in order to speak during the "Public Comment" period.

Public Notices: (1) In Compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting please contact the Clerk of the Board at (760) 878-0373. (28 CFR 35.102-35.104 ADA Title II). Notification 48 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting. Should you because of a disability require appropriate alternative formatting of this agenda, please notify the Clerk of the Board 72 hours prior to the meeting to enable the County to make the agenda available in a reasonable alternative format. (Government Code Section 54954.2). (2) If a writing, that is a public record relating to an agenda item for an open session of a regular meeting of the Board of Supervisors, is distributed less than 72 hours prior to the meeting, the writing shall be available for public inspection at the Office of the Clerk of the Board of Supervisors, 224 N. Edwards, Independence, California and is available per Government Code § 54957.5(b)(1).

Note: Historically the Board does break for lunch; the timing of a lunch break is made at the discretion of the Chairperson and at the Board's convenience.

August 27, 2019 - 8:30 AM

1. **PUBLIC COMMENT**

CLOSED SESSION

2. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION** – Significant exposure to potential litigation pursuant to (2) of subdivision (d) of Government Code §54956.9 (*one case*). Facts and circumstances: Threatened State revocation of local primacy delegation agreement.
3. **CONFERENCE WITH COUNTY'S LABOR NEGOTIATORS** – Regarding employee organizations: Deputy Sheriff's Association (DSA); Elected Officials Assistant Association (EOAA); Inyo County Correctional Officers Association (ICCOA); Inyo County Employees Association (ICEA); Inyo County Probation Peace Officers Association (ICPPOA); IHSS Workers; Law Enforcement Administrators' Association (LEAA). Unrepresented employees: all. County designated representatives – Administrative Officer Clint Quilter, Assistant County Administrator Leslie Chapman, Deputy Personnel Director Sue Dishion, County Counsel Marshall Rudolph, Health and Human Services Director Marilyn Mann, and Chief Probation Officer Jeff Thomson.

OPEN SESSION (With the exception of timed items, all open-session items may be considered at any time and in any order during the meeting in the Board's discretion.)

- 10 A.M.
4. **PLEDGE OF ALLEGIANCE**
 5. **REPORT ON CLOSED SESSION AS REQUIRED BY LAW.**
 6. **PUBLIC COMMENT**
 7. **COUNTY DEPARTMENT REPORTS** (*Reports limited to two minutes*)

CONSENT AGENDA (Approval recommended by the County Administrator)

8. **County Administrator - Information Services** - Request Board approve and award the contract for Information Technology Improvement Services to Info-Tech Research Group of Las Vegas, Nevada in an amount not to exceed \$24,120.90 for the period of September 1, 2019 through August 31, 2021, billed at \$12,060.45 annually, authorize payment for the first year's invoice contingent on the Board's approval of the Fiscal Year 2019-2020 budget, and authorize the Chairperson to sign.
9. **Public Works** - Request Board:
 - A. Approve Resolution No. 2019-34, authorizing the filing of an application for a CDA matching grant for "Runway Rehabilitation Project at the Lone Pine/Death Valley Airport" in the amount of \$87,835.50;
 - B. Authorize acceptance of the allocation of said state AIP matching funds for the project;
 - C. Authorize execution of said AIP Matching Grant Agreement for this project; and,
 - D. Authorize the Public Works Director to sign any documents required to apply for and accept subject funds of behalf of the County of Inyo.

DEPARTMENTAL (To be considered at the Board's convenience)

10. **Planning Department** - Request Board hear a presentation from *Alta Planning + Design* on the draft Olancha Cartago Corridor Study, which is being completed using SB1 funding administrated by Caltrans.
11. **Planning Department** - Request Board: A) receive a presentation by Planning Department staff regarding a Senate Bill 2 (SB2) grant application and a request for direction from the Board to submit the grant application; and B) approve Resolution No. 2019-35, titled, "A Resolution of the Board of Supervisors, County of Inyo, State of California Authorizing Application for, and Receipt of, SB 2 Planning Grant Funds," and authorize the Chairperson to sign.
12. **Health & Human Services** - Request Board ratify and approve the Allocation Agreement between the County of Inyo and California Department of Public Health for the provision of the local Tobacco Control Program, in an amount not to exceed \$328,065 for the period of July 1, 2019, through June 30, 2020, and authorize the HHS Director to sign Allocation Agreement No. CTCP-17-14 and Prospective Payment Invoices.
13. **Health & Human Services** - Request Board ratify and approve the CDPH Immunization Branch Subrecipient Information Form which acknowledges changes to the Scope of Work (SOW) and Budget Application to the current Immunization Local Assistance Funding between County of Inyo and California Department of Public Health (CDPH) for the period of July 1, 2019 through June 30, 2022, and authorize the HHS Director to sign the FY 2019-20 Federal Compliance Requirements form.
14. **Water Department** - Request Board ratify and approve Amendment No. 2 to the contract between Inyo County and Environmental Science Associates (ESA) for the Owens River Water Trail (ORWT) CEQA Study, extending the term of the contract to October 31, 2019, and authorize the Chairperson to sign, contingent upon all appropriate signatures being obtained.
15. **Clerk of the Board** - Request Board approve the minutes of the regular Board of Supervisors meetings of August 6, 2019 and August 20, 2019.

TIMED ITEMS (Items will not be considered before scheduled time but may be considered any time after the scheduled time.)

- 10:30 A.M.** 16. ***Health and Human Services*** - Request Board receive presentation Health and Human Services and Life, Remedies, and Celebrations on In Home Supportive Services (IHSS) program.

COMMENT (Portion of the Agenda when the Board takes comment from the public and County staff)

17. ***PUBLIC COMMENT***

BOARD MEMBERS AND STAFF REPORTS



County of Inyo



County Administrator - Information Services

CONSENT - ACTION REQUIRED

MEETING: August 27, 2019

FROM: Scott Armstrong

RE:

RECOMMENDED ACTION:

Request Board approve and award the contract for Information Technology Improvement Services to Info-Tech Research Group of Las Vegas, Nevada in an amount not to exceed \$24,120.90 for the period of September 1, 2019 through August 31, 2021, billed at \$12,060.45 annually, authorize payment for the first year's invoice contingent on the Board's approval of the Fiscal Year 2019-2020 budget, and authorize the Chairperson to sign.

SUMMARY/JUSTIFICATION:

Information Services (IS), a department of 11 people, is responsible for the purchase, implementation, installation, configuration and support of all County information technology infrastructure, equipment, systems, software applications and services. IS also provides end-user support for the more than 450 employees at more than 40 locations throughout the County. We manage and support approximately 500 computer workstations, nearly 80 servers, more than 30 network switches, 20 point-to-point network links, nearly two dozen full-time VPN connections, approximately 50 networked copiers, more than 200 networked printers, and all County-owned desk phones and cell phones.

With responsibilities this broad, it is important for IS to continually look for opportunities to improve the delivery of our services and streamline our operational processes. Info-Tech Research Group is an established IT consulting organization that will work with IS toward strategic, continuous improvement so that our team can provide better services and support for the County. Info-Tech will also assist IS in developing necessary IT-related policies, and will provide contemporary IT operations training. Additional services as part of this agreement include technical advisory services, and an evaluation of the IS Director's performance and effectiveness based on input from other Inyo County Department Heads, followed by a measurable performance improvement plan. This agreement will engage the entire IS department, and we are expecting to realize time savings in our daily operations as well as improved service delivery.

Respondents to the IT Improvement Services RFP:

- Client First Technology, \$88,737
- Empire Consultants, \$32,500
- Info-Tech Research Group, \$24,120

BACKGROUND/HISTORY OF BOARD ACTIONS:

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Your board could choose to not approve and award this contract to Info-Tech Research Group, but this is not recommended, as this engagement should help us improve our internal operations and become more efficient in our delivery of services.

OTHER AGENCY INVOLVEMENT:

FINANCING:

Funding is requested in the the Information Services FY2019-2020 budget (011801) in the Professional Services object code (5265).

ATTACHMENTS:

1. Info-Tech-Inyo-ScannedContract

AGREEMENT BETWEEN COUNTY OF INYO
AND Info-Tech Research Group
FOR THE PROVISION OF Information Technology Improvement SERVICES

INTRODUCTION

WHEREAS, the County of Inyo (hereinafter referred to as "County") has the need for the Information Technology (IT) Improvement services of Info-Tech REsearch Group of 3960 Howard Hughes Parkway, Las Vegas, NV hereinafter referred to as "Contractor"), and in consideration of the mutual promises, covenants, terms, and conditions hereinafter contained, the parties hereby agree as follows:

TERMS AND CONDITIONS

1. SCOPE OF WORK.

The Contractor shall furnish to the County, those services and work set forth in Attachment A, attached hereto and by reference incorporated herein.

Services and work provided by the Contractor at the County's request under this Agreement will be performed in a manner consistent with the requirements and standards established by applicable federal, state, and County laws, ordinances, regulations, and resolutions. Such laws, ordinances, regulations, and resolutions include, but are not limited to, those which are referred to in this Agreement.

2. TERM.

The term of this Agreement shall be from September 1, 2019 to August 31, 2021 unless sooner terminated as provided below.

3. CONSIDERATION.

A. Compensation. County shall pay to Contractor the sum total of Twenty-four thousand one hundred twenty Dollars and ninety cents (\$24,120.90) for performance of all of the services and completion of all of the work described in Attachment A.

B. Travel and Per Diem. Contractor will not be paid or reimbursed for travel expenses or per diem which Contractor incurs in providing services and work under this Agreement.

C. No Additional Consideration. Except as expressly provided in this Agreement, Contractor shall not be entitled to, nor receive, from County, any additional consideration, compensation, salary, wages, or other type of remuneration for services rendered under this Agreement. Specifically, Contractor shall not be entitled, by virtue of this Agreement, to consideration in the form of overtime, health insurance benefits, retirement benefits, disability retirement benefits, sick leave, vacation time, paid holidays, or other paid leaves of absence of any type or kind whatsoever.

D. Limit Upon Amount Payable Under Agreement. The total sum of all payments made by the County to Contractor for all services and work to be performed under this Agreement shall not exceed Twenty-four thousand one hundred twenty Dollars and ninety cents (\$24,120.90) (hereinafter referred to as "contract limit"). County expressly reserves the right to deny any payment or reimbursement requested by Contractor for services or work performed which is in excess of the contract limit.

E. Billing and Payment. Contractor shall submit to the County, upon completion of all services and work set forth in Attachment A, an itemized statement of all services and work performed by Contractor pursuant to this Agreement. This statement will identify the date on which the services were performed and describe the nature of the services and work which was performed on each day. Upon receipt of the statement by the fifth (5th) day of the month, County shall make payment to Contractor on the last day of the month.

F. Federal and State Taxes.

(1) Except as provided in subparagraph (2) below, County will not withhold any federal or state income taxes or social security from any payments made by County to Contractor under the terms and conditions of this Agreement.

(2) County will withhold California State income taxes from payments made under this Agreement to non-California resident independent contractors when it is anticipated that total annual payments to Contractor under this Agreement will exceed one thousand four hundred ninety-nine dollars (\$1,499.00).

(3) Except as set forth above, County has no obligation to withhold any taxes or payments from sums paid by County to Contractor under this Agreement. Payment of all taxes and other assessments on such sums is the sole responsibility of Contractor. County has no responsibility or liability for payment of Contractor's taxes or assessments.

(4) The total amounts paid by County to Contractor, and taxes withheld from payments to non-California residents, if any, will be reported annually to the Internal Revenue Service and the California State Franchise Tax Board. To facilitate this reporting, Contractor shall complete and submit to the County an Internal Revenue Service (IRS) Form W-9 upon executing this Agreement.

4. WORK SCHEDULE.

Contractor's obligation is to perform, in a timely manner, those services and work identified in Attachment A. It is understood by Contractor that the performance of these services and work will require a varied schedule. Contractor will arrange his/her own schedule, but will coordinate with County to ensure that all services and work requested by County under this Agreement will be performed within the time frame set forth by County.

5. REQUIRED LICENSES, CERTIFICATES, AND PERMITS.

A. Any licenses, certificates, or permits required by the federal, state, county, or municipal governments for contractor to provide the services and work described in Attachment A must be procured by Contractor and be valid at the time Contractor enters into this Agreement or as otherwise may be required. Further, during the term of this Agreement, Contractor must maintain such licenses, certificates, and permits in full force and effect. Licenses, certificates, and permits may include, but are not limited to, driver's licenses, professional licenses or certificates, and business licenses. Such licenses, certificates, and permits will be procured and maintained in force by Contractor at no expense to the County. Contractor will provide County, upon execution of this Agreement, with evidence of current and valid licenses, certificates and permits which are required to perform the services identified in Attachment A. Where there is a dispute between Contractor and County as to what licenses, certificates, and permits are required to perform the services identified in Attachment A, County reserves the right to make such determinations for purposes of this Agreement.

B. Contractor warrants that it is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in covered transactions by any federal department or agency. Contractor also warrants that it is not suspended or debarred from receiving federal funds as listed in the List of Parties Excluded from Federal Procurement or Non-procurement Programs issued by the General Services Administration available at: <http://www.sam.gov>.

6. OFFICE SPACE, SUPPLIES, EQUIPMENT, ETC.

Contractor shall provide such office space, supplies, equipment, vehicles, reference materials, and telephone service as is necessary for Contractor to provide the services identified in Attachment A to this Agreement. County is not obligated to reimburse or pay Contractor, for any expense or cost incurred by Contractor in procuring or maintaining such items. Responsibility for the costs and expenses incurred by Contractor in providing and maintaining such items is the sole responsibility and obligation of Contractor.

7. COUNTY PROPERTY.

A. Personal Property of County. Any personal property such as, but not limited to, protective or safety devices, badges, identification cards, keys, etc. provided to Contractor by County pursuant to this Agreement are, and at the termination of this Agreement remain, the sole and exclusive property of County. Contractor will use reasonable care to protect, safeguard and maintain such items while they are in Contractor's possession. Contractor will be financially responsible for any loss or damage to such items, partial or total, which is the result of Contractor's negligence.

B. Products of Contractor's Work and Services. Any and all compositions, publications, plans, designs, specifications, blueprints, maps, formulas, processes, photographs, slides, video tapes, computer programs, computer disks, computer tapes, memory chips, soundtracks, audio recordings, films, audio-visual presentations, exhibits, reports, studies, works of art, inventions, patents, trademarks, copyrights, or intellectual properties of any kind which are created, produced, assembled, compiled by, or are the result, product, or manifestation of, Contractor's services or work under this Agreement are, and at the termination of this Agreement remain, the sole and exclusive property of the County. At the termination of the Agreement, Contractor will convey possession and title to all such properties to County.

8. WORKERS' COMPENSATION.

Contractor shall provide Statutory California Worker's Compensation coverage and Employer's Liability coverage for not less than \$1,000,000 per occurrence for all employees engaged in services or operations under this Agreement. The County of Inyo, its agents, officers and employees shall be named as additional insured or a waiver of subrogation shall be provided.

9. INSURANCE.

For the duration of this Agreement Contractor shall procure and maintain insurance of the scope and amount specified in Attachment B and with the provisions specified in that attachment.

10. STATUS OF CONTRACTOR.

All acts of Contractor, its agents, officers, and employees, relating to the performance of this Agreement, shall be performed as independent contractors, and not as agents, officers, or employees of County. Contractor, by virtue of this Agreement, has no authority to bind or incur any obligation on behalf of County. Except as expressly provided in Attachment A, Contractor has no authority or responsibility to exercise any rights or power vested in the County. No agent, officer, or employee of the County is to be considered an employee of Contractor. It is understood by both Contractor and County that this Agreement shall not under any circumstances be construed or considered to create an employer-employee relationship or a joint venture. As an independent contractor:

A. Contractor shall determine the method, details, and means of performing the work and services to be provided by Contractor under this Agreement.

B. Contractor shall be responsible to County only for the requirements and results specified in this Agreement, and except as expressly provided in this Agreement, shall not be subjected to County's control with respect to the physical action or activities of Contractor in fulfillment of this Agreement.

C. Contractor, its agents, officers, and employees are, and at all times during the term of this Agreement shall, represent and conduct themselves as independent contractors, and not as employees of County.

11. DEFENSE AND INDEMNIFICATION.

Contractor shall hold harmless, defend and indemnify County and its officers, officials, employees and volunteers from and against any and all liability, loss, damage, expense, costs (including without limitation costs and fees of litigation) of every nature arising out of or in connection with Contractor's performance of work hereunder or its failure to comply with any of its obligations contained in the agreement, except such loss or damages which was caused by the sole negligence or willful misconduct of the County.

12. RECORDS AND AUDIT.

A. Records. Contractor shall prepare and maintain all records required by the various provisions of this Agreement, federal, state, and municipal law, ordinances, regulations, and directions. Contractor shall maintain these records for a minimum of four (4) years from the termination or completion of this Agreement. Contractor may fulfill its obligation to maintain records as required by this paragraph by substitute photographs, microphotographs, or other authentic reproduction of such records.

B. Inspections and Audits. Any authorized representative of County shall have access to any books, documents, papers, records, including, but not limited to, financial records of Contractor, which County determines to be pertinent to this Agreement, for the purposes of making audit, evaluation, examination, excerpts, and transcripts during the period such records are to be maintained by Contractor. Further, County has the right, at all reasonable times, to audit, inspect, or otherwise evaluate the work performed or being performed under this Agreement.

13. NONDISCRIMINATION.

During the performance of this Agreement, Contractor, its agents, officers, and employees shall not unlawfully discriminate in violation of any federal, state, or local law, against any employee, or applicant for employment, or person receiving services under this Agreement, because of race, religion, color, national origin, ancestry, physical handicap, medical condition, marital status, age, or sex. Contractor and its agents, officers, and employees shall comply with the provisions of the Fair Employment and Housing Act (Government Code section 12900, et seq.), and the applicable regulations promulgated thereunder in the California Code of Regulations. Contractor shall also abide by the Federal Civil Rights Act of 1964 (P.L. 88-352) and all amendments thereto, and all administrative rules and regulations issued pursuant to said act.

14. ASSIGNMENT.

This is an agreement for the services of Contractor. County has relied upon the skills, knowledge, experience, and training of Contractor as an inducement to enter into this Agreement. Contractor shall not assign or subcontract this Agreement, or any part of it, without the express written consent of County. Further, Contractor shall not assign any monies due or to become due under this Agreement without the prior written consent of County.

15. DEFAULT.

If the Contractor abandons the work, or fails to proceed with the work and services requested by County in a timely manner, or fails in any way as required to conduct the work and services as required by County, County may declare the Contractor in default and terminate this Agreement upon five (5) days written notice to Contractor. Upon such termination by default, County will pay to Contractor all amounts owing to Contractor for services and work satisfactorily performed to the date of termination.

16. WAIVER OF DEFAULT.

Waiver of any default by either party to this Agreement shall not be deemed to be waiver of any subsequent default. Waiver or breach of any provision of this Agreement shall not be deemed to be a waiver of any other or subsequent breach, and shall not be construed to be a modification of the terms of this Agreement unless this Agreement is modified as provided in paragraph twenty-two (22) below.

17. CONFIDENTIALITY.

Contractor further agrees to comply with the various provisions of the federal, state, and county laws, regulations, and ordinances providing that information and records kept, maintained, or accessible by Contractor in the course of providing services and work under this Agreement, shall be privileged, restricted, or confidential. Contractor agrees to keep confidential all such information and records. Disclosure of such confidential, privileged, or protected information shall be made by Contractor only with the express written

consent of the County. Any disclosure of confidential information by Contractor without the County's written consent is solely and exclusively the legal responsibility of Contractor in all respects.

Notwithstanding anything in the Agreement to the contrary, names of persons receiving public social services are confidential and are to be protected from unauthorized disclosure in accordance with Title 45, Code of Federal Regulations Section 205.50, the Health Insurance Portability and Accountability Act of 1996, and Sections 10850 and 14100.2 of the Welfare and Institutions Code, and regulations adopted pursuant thereto. For the purpose of this Agreement, all information, records, and data elements pertaining to beneficiaries shall be protected by the provider from unauthorized disclosure.

18. CONFLICTS.

Contractor agrees that it has no interest, and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of the work and services under this Agreement.

19. POST AGREEMENT COVENANT.

Contractor agrees not to use any confidential, protected, or privileged information which is gained from the County in the course of providing services and work under this Agreement, for any personal benefit, gain, or enhancement. Further, Contractor agrees for a period of two years after the termination of this Agreement, not to seek or accept any employment with any entity, association, corporation, or person who, during the term of this Agreement, has had an adverse or conflicting interest with the County, or who has been an adverse party in litigation with the County, and concerning such, Contractor by virtue of this Agreement has gained access to the County's confidential, privileged, protected, or proprietary information.

20. SEVERABILITY.

If any portion of this Agreement or application thereof to any person or circumstance shall be declared invalid by a court of competent jurisdiction, or if it is found in contravention of any federal, state, or county statute, ordinance, or regulation, the remaining provisions of this Agreement, or the application thereof, shall not be invalidated thereby, and shall remain in full force and effect to the extent that the provisions of this Agreement are severable.

21. FUNDING LIMITATION.

The ability of County to enter this Agreement is based upon available funding from various sources. In the event that such funding fails, is reduced, or is modified, from one or more sources, County has the option to cancel, reduce, or modify this Agreement, or any of its terms within ten (10) days of its notifying Contractor of the cancellation, reduction, or modification of available funding. Any reduction or modification of this Agreement made pursuant to this provision must comply with the requirements of paragraph twenty-two (22) (Amendment).

22. AMENDMENT.

This Agreement may be modified, amended, changed, added to, or subtracted from, by the mutual consent of the parties hereto, if such amendment or change is in written form and executed with the same formalities as this Agreement, and attached to the original Agreement to maintain continuity.

23. NOTICE.

Any notice, communication, amendments, additions, or deletions to this Agreement, including change of address of either party during the terms of this Agreement, which Contractor or County shall be required, or may desire, to make, shall be in writing and may be personally served, or sent by prepaid first class mail to, the respective parties as follows:

County of Inyo
Information Services Department
168 N. Edwards St. Address
Independence, CA 93526 City and State

Contractor:

Info-Tech Research Group Name
3960 Howard Hughes Pkwy S500 Address
Las Vegas, NV 89169 City and State

24. ENTIRE AGREEMENT.

This Agreement contains the entire agreement of the parties, and no representations, inducements, promises, or agreements otherwise between the parties not embodied herein or incorporated herein by reference, shall be of any force or effect. Further, no term or provision hereof may be changed, waived, discharged, or terminated, unless the same be in writing executed by the parties hereto.

#

**AGREEMENT BETWEEN COUNTY OF INYO
AND Info-Tech Research Group**
FOR THE PROVISION OF Information Technology Improvement SERVICES

IN WITNESS THEREOF, THE PARTIES HERETO HAVE SET THEIR HANDS AND SEALS THIS
____ DAY _____, _____.

COUNTY OF INYO

CONTRACTOR

By: _____

By: _____

Type or Print Name

Type or Print Name

Dated: _____

Dated: _____

APPROVED AS TO FORM AND LEGALITY:



County Counsel

APPROVED AS TO ACCOUNTING FORM:

County Auditor

APPROVED AS TO PERSONNEL REQUIREMENTS:



Personnel Services

APPROVED AS TO INSURANCE REQUIREMENTS:

County Risk Manager

ATTACHMENT A

**AGREEMENT BETWEEN COUNTY OF INYO
AND Info-Tech Research Group
FOR THE PROVISION OF Information Technology Improvement SERVICES**

TERM:

FROM: September 1, 2019 **TO:** August 31, 2021

SCOPE OF WORK:

SEE ATTACHED SCOPE OF WORK

APPROACH TO ACCOMPLISH THE SCOPE OF WORK

The RFP identified a list of services and tools required from the successful vendor to drive IT improvement. The following sections provide an overview of our services available to align with these business objectives and value-added services available throughout the term of the contract. All services are available for a minimum one-year term. Access is available for up to 10 members of your Information Services staff.

RESEARCH, TOOLS, TEMPLATES, AND POLICIES

Info-Tech Research Group assists CIOs, IT leadership and organizations achieve what they want most: measurable results while assisting in developing teams to meet tomorrow's challenges. Our experience ensures the research and advisory support delivered is driven from best practices from industry peers.

We do lots of 'what' and 'why' research, but the bulk of our product focuses on 'how'. We have over 600 blueprints that you and your team use to actually improve a process or deliver on a project. Other vendors frame a problem and provide case studies about how a few companies are tackling the problem and provide forecasting and trends – it's primarily an executive education product and they do that very well. But from there, you really are on your own to figure out how to get it done. By contrast, we build out the project road map for you, the communications tools, planning documents, templates, etc. that you need to actually do the project. That reduces the risk of project failure and delays dramatically, and gives the project leader a huge head start in getting the project done. All of Info-Tech's research is based on a COBIT 5, CMMI, TOGAF, ITIL, NIST, ISO, and DAMA DMBOK2 framework(s).

Info-Tech uses a number of formats to effectively present our research including solution sets, project blueprints, tools, templates, analyst calls, webinars, videos, on-site strategy sessions, events, and workshops. Our focus is to help your organization navigate critical technology projects through a guided implementation. We move beyond reports with action-based research to drive sustainable IT improvement through innovative research.

Our competencies include:

- Providing analyst advisory services that include both written and verbal consultations
- Assisting with vendor and technology sourcing support and selection decisions
- Supporting critical IT projects and implementations throughout the year
- Providing IT governance and process support and improvement advice
- Assisting senior management with organizational planning and strategy
- Providing a self-serving 24 hour resource of written research
- Providing benchmarking reports that include business alignment assessments
- Building business cases for key IT investments made throughout the year

The Blueprints and Resources published on Info-Tech's website are chosen based on market direction, client demand, and IT trends; non-sponsored, independent research. We offer over 600 do-it-yourself project and process Blueprints. In addition, we offer thousands of Trend Reports, Industry Notes, Reference Architectures, Toolkits, Software Reviews, Benchmarking Reports, IT Policy Templates, Toolkits, Case Studies, and Videos developed by our industry experts to help our members save time and money when it comes to tackling their most important IT initiatives.

All topics covered in the core Blueprints are organized under eight research silos:

- CIO

- Infrastructure & Operations
- Enterprise Architecture
- Applications
- Project & Portfolio Management
- Data & Business Intelligence
- Security
- Vendor Management

The research is then categorized based on further clarified sub sections. All written materials are also easily found via the search bar function based on extensive metadata and key words specific to topic, author, or title. Research is available in an unlimited fashion to all users through the 24/7 web-portal – www.infotech.com. Sample publications:

- Develop and Deploy IT Security Policies
- Standardize the Service Desk
- Raise Your Digital Maturity
- Combine Security Risk Management Components Into One Program
- Own the Cloud: Strategy & Action Plan
- Position IT to Support and Be a Leader in Open Data Initiatives
- Develop a Plan to Pilot Enterprise Service Management
- Create a Customer-Centric Digital Strategy
- Ensure Meaningful Connections With Citizens Using New Interaction Channels
- Redesign IT Governance to Drive Optimal Business Results
- Design a Customer-Centric Digital Operating Model
- Take Control of Infrastructure Metrics
- Use Application Metrics that Matter
- Develop Meaningful Service Metrics to Ensure Business and User Satisfaction
- Leverage Application Development Metrics to Gauge Process and Increase Success
- Implement Agile Practices that Work
- Optimize the IT Operations Center

The County of Inyo can contact the authors of the research publications to discuss the research in more detail and the applicability of the research to their business context at the County and their role. The consultations are typically delivered via WebEx so the member can view each section of the research through a screen-share.

Each named user will receive unlimited access to our website where they can browse through our extensive catalog of IT research, download our ready-to-use tools and templates, book experiences, and save their favorite content to their research library.

Members will have a unique user name and password to access the content. Weekly e-mails will be sent to summarize new publications applicable to their role. Members can also customize their research feed to easily find new research by category, role, date, popularity, resource type, and keyword search.

Online Features:

- Unique User Login Credentials
- Advanced Keyword Search
- Filter Content by Area and Type
- Content Preview

- Video Content Player
- Content Downloading
- Personal Library for Saved Research
- Training Course Enrollment
- Book Experiences
- Share Content with Peers
- Share Content on Social Media
- Customizable Account Settings

Research is provided in a step-by-step format with tools and templates to enable CIO's and IT Leaders to get to action. See example below – Build an IT Budget that Demonstrates Value Delivery





Start here – read the Executive Brief

Read our concise Executive Brief to find out how to build a budget that demonstrates value delivery.

-  **Build an IT Budget That Demonstrates Value Delivery – Executive Brief** 
-  **Build an IT Budget That Demonstrates Value Delivery – Phases 1-3**  





1. Plan

Plan for success.

-  **Build an IT Budget That Demonstrates Value Delivery – Phase 1: Plan** 
-  **IT Budget Interview Guide** 





2. Build

Build the budget.

-  **Build an IT Budget That Demonstrates Value Delivery – Phase 2: Build** 
-  **IT Cost Forecasting Tool** 

3. Sell

Sell the budget.

-  **Build an IT Budget That Demonstrates Value Delivery – Phase 3: Sell** 
-  **IT Budget Presentation** 

The County of Inyo will have a team of IT staff members accessing content on the website. Info-Tech enables users to save research on the web-portal and share with other users within their organization. This service increases teamwork and collaboration within the department. It also enables our members to

organize content. The home page also features key research applicable to your role and the ability to directly schedule appointments to explore research in further detail with the authors/analysts.

New research is published weekly on the web-portal. Each IT team member will receive an update when research is published. This prompt ensures frequent usage of the subscription. Your dedicated Account Director and Executive Advisors/Partners will also schedule times with each member to review new research available so you receive consistent value from the subscription.

E-Mail preferences can be set to each user's preferences.

ADVISORY SERVICES

Info-Tech has over 300 Analysts available to guide IT Leaders through the research on the web-portal and discuss IT topics in more detail to ensure best practices are in place. Members can initiate a call through the web-portal or by contacting their dedicated Account Management Team.

Please refer to the following link to review the experience of our analysts: [Analyst Biographies](#). As the fastest growing IT research firm in the world, we are regularly adding talent to our research and consulting practice.

Info-Tech's analysts are not revenue driven but customer service driven and ultimately, customer focused. The only goal of our analysts is to provide the right advice when our clients need it in a tailored manner to best suit the specific needs of our member's particular environment.

Analyst calls can be requested through your dedicated Account Manager or directly on the member's library/home page. We offer a 24-hour turnaround for our Analyst Inquiry Service. Multiple staff can be on one call with Info-Tech's Expert Analysts and there are no limits to the number of follow-up calls on any given topic.

Our analysts are available to assist the IT Leaders and extended team members with the following:

- Information to validate or discuss the best direction for an IT project
- Assistance getting the buy-in from other members of your organization
- Provide an objective third-party to answer your IT/management questions
- Review of vendors being evaluated for a particular IT solution
- Guidance and direction for process improvements and program upgrades
- Guided Implementation assistance for your major IT projects from beginning to end

Calls are typically booked for one-hour timeslots but it is important to keep in mind that Info-Tech has a focus on delivering value within our analyst interactions and does not determine a set limit on a particular topic. There is a focus on getting the appropriate solution with a combination of both analyst expertise as well as our written research that are supplemented with tools and templates instead of measuring time during a potentially critical advice related conversation with one of our analysts.

As a major component of Info-Tech's written research, our World Class Operations Framework Blueprints and Guided Implementations provide a detailed and step-by-step outline to optimize, implement and manage the County of Inyo's core IT processes. Info-Tech's World Class Operations materials are based on a COBIT 5 and ITIL Framework and the processes outlined are extremely important to any Senior Technology department head's job.

The published research is made up of process modules broken down into step-by-step plans to lead your members from the opening phase of the process such as assessments, current state analysis and corporate

goal identification, all the way to the final and ideal state with the assistance of a formalized strategy roadmap, stakeholder buy-in strategy, a communication plan and final deliverables.

The most comprehensive aspect of Info-Tech’s World Class Operations Frameworks and Guided Implementations is access to our expert analyst team. Through Info-Tech’s proposed subscription, you will have the ability to book analyst calls to gain desired expertise on your most pressing technology concerns. These calls are one hour long in duration and the best way for Info-Tech to provide your members with tailored and extensive advice and direction in a one-one-one format.

Having all of the steps, procedures and tools & templates to help you get the job done and your processes optimized is one half of Info-Tech’s focus. The second aspect is ensuring your members have access to analyst expertise via conversational means which Info-Tech sees as paramount in terms of specific and tailored advice to your organization’s particular environment.

Through the Guided Implementation process, a series of calls will be administered between Info-Tech’s subject matter expert of the particular topic of interest and the point of contact/project manager at the County. The first call will be a general scoping of the particular IT topic of interest. During that call, a tentative timetable will also be set for further calls as you move along the process of that particular technology’s implementation guidelines (as set out in our Guided Implementation Blueprints on the website). The Guided Implementation process will be extremely advantageous for your members as the Implementation Blueprints accompanied by the analyst’s on-going support ensures optimum process/project execution.

For every project you start, we have an expert analyst waiting to help you execute best practices and stay on schedule. It’s on-demand project support when you need it the most. Each Guided Implementation conducted with our analysts saves our members an average of \$22,517 and 14 days of valuable IT resources.

The following graphic is an example of how a Guided Implementation is organized and delivered:

1. **Understand best practices to grow my own PPM solution**
Develop a PPM solution that is affordable, adoptable, and effective
 - Storyboard: Grow Your Own PPM Solution
 - PPM Strategy Development Tool
2. **Implement the home-grown PPM solution**
Start actively managing and growing the portfolio
 - Project Portfolio Workbook
3. **Maintain and continue to grow my PPM solution**
Maximize the effectiveness and value of the PPM solution
 - PPM Standard Operating Procedure

Guided Implementation

This guided implementation is a three call advisory process.

- Call #1: Define your PPM strategy and goals**
This step will help you determine your baseline PPM maturity, analyze PPM cost drivers, validate your PPM benefits assumptions, and formalize portfolio goals and metrics.
- Call #2: Design and build the home-grown PPM solution**
This step will help you select, populate, customize, and extend one of Info-Tech’s three PPM solution templates. This step will include defining the PPM engagement process to determine requirements based on organizational and stakeholder needs.
- Call #3: Conduct your annual PPM health-check**
This step will help you evaluate and improve the PPM solution to maximize its adoption and value. Additionally, this step may include continuing to build maturity toward implementing a commercial tool.

[Schedule Your First Call](#)

Info-Tech’s professional services practice is unique in that it blends the knowledge and experience of a research firm, with the methodology and proven delivery capabilities of a large consultancy, while maintaining the flexibility and effective pricing of a smaller organization. Additionally, because we are a research organization, our ongoing coverage of the complete range of IT solutions means we have a view to the future and can help your organization in understanding not only its current needs, but its future ones as well. Info-Tech uses COBIT and ITIL as a standard IT framework.

Get support for your IT leadership team. Our Roadmaps help you build and manage core IT functions to systematically improve performance. Each Roadmap includes a series of diagnostics to help you assess strengths and weaknesses of your current state as well as help you envision your target. We provide you with tools and training to help you succeed at key projects that are proven to enhance your department’s capability and drive increased business satisfaction. Step-by-step initiatives ensure that your IT leadership team has a plan in place for creating real improvement over the course of your membership.

The dedicated Executive Advisors and extended analyst team will work with your IT team to focus attention on key projects and initiatives most important to Maryland Judiciary. See sample engagement plans below for a IT Security function.



Info-Tech also offers a program called **Purchase Optimization**. This service is very popular with our clients as they are able to send our analysts their particular contracts and documents (Microsoft, SAN Storage, Data Center Co-location, Enterprise Networks etc.) for us to review. This process includes an initial review of the contract by our analysts and then a call, similar to an advisory call with the analyst that reviewed the document. Document Reviews also include Business Cases, Business/IT Policies, Strategic Plans, EA Frameworks, RFP’s, Job Descriptions, etc.

Info-Tech does not place a page limit on document reviews or a limit on the number of document reviews completed during the term of a membership. Through this call our analyst is able to provide you with tailored insight for potential savings, compliance issues, appropriate feature options and general best practice tips for your contract negotiation process. A summarized document will be provided.

IT STAFFING ANALYSIS

IT Staffing Assessment - Our comprehensive report shows you exactly where IT staff time is going and whether or not it's effectively driving results. Communicate how IT staff support the business and use included feedback from your staff to guide improvement exercises. Industry benchmarking is included.

Please review the sample report: [Sample Report - IT Staffing Assessment.pdf](#)

Benefits of completing Info-Tech's IT Staffing Assessment:

1. **Staffing Benchmarking:** see your staffing metrics at a glance and how they compare against your peers across over 4,000 organizations; use this data to determine whether you and your team are in line with industry benchmarks and how to course-correct
2. **Time Breakdown by IT Function:** assess staffing levels across 20 IT functions; compare staffing levels against business priorities to ensure alignment
3. **Time Breakdown by Activity:** evaluate resource time spent on high value vs. low value activities; establish targets by area and ensure your team has the support to get there
4. **IT Function Effectiveness Assessments:** get scorecard-based assessments of IT function effectiveness from both IT and the business

The IT Staffing Analysis when combined with our CIO Business Vision program will help build strategic alignment with County priorities.

Our analysts will work with the County to support all aspects of IT Staffing and Organizational Design to optimize resources. Sample publications:

- [Optimize the IT Operating Model](#)
- [Redesign Your IT Organizational Structure](#)
- [Build a Strategic Workforce Plan](#)

IT-FOCUSED TRAINING FOR IS-DEPARTMENT EMPLOYEES

Info-Tech provides an entire research silo related to Talent Leadership research specifically targeted to improve your organization's strategies on how to lead your IT team effectively. We provide proven resources that will help your IT leadership team become better managers.

Much like our information technology focused research, our Talent Leadership resources include Guided Implementations, Data Driven Diagnostic tools, Solution Sets and pre-written tools, templates and job descriptions all designed to ensure your IT department is a driving force for the overall business.

Our Advisors will help your team leverage the resources and provide executive coaching as part of your professional development goals.

The Talent Leadership silo also includes The Info-Tech Academy, which enables your staff to receive training in one of the 45 core IT processes (based on COBIT). 9 certificates are available by completing the outlined solution sets for each process. We understand that IT departments struggle to develop their

staff. This is a unique opportunity to increase the utilization and value of an IT research service. Each topic is accompanied by webinars and videos with our subject matter experts and IT members.

For example, the Data & BI Certificate includes the following courses:

- Business Intelligence & Reporting
- Data Architecture
- Data Quality

The courses include a combination of videos, research, and activities. This is a great opportunity for the CIO/Executives to learn and develop but also train direct reports and colleagues more effectively in these areas. The access to the program is unlimited and unrestricted to all IT staff at the County of Inyo.

Each of the designated members can assign courses from the 45 core IT processes (based on the COBIT framework) to their staff at any level as shown in the screenshot:

STAKEHOLDER MANAGEMENT & CONTINUOUS IT IMPROVEMENT

Info-Tech's mission is to help clients tackle their key IT issues by enabling data-driven decision making with our consulting quality deliverables that are low effort and high impact. Our data-driven programs help justify IT spending to provide the most value to the organization as a whole by focusing on the end-user. Info-Tech's programs are the key to comprehensive, top-to-bottom alignment with the business.

Three important goals are achieved:

1. Increased transparency into and satisfaction with IT with clear performance metrics
2. Business support for IT projects aligned with business goals
3. Increased investment in IT resources

Info-Tech's Diagnostic & Benchmarking programs enable our members to collect the data they need to make key IT decisions. Info-Tech's proposal includes Diagnostic and Benchmarking Programs throughout the term of the contract targeted towards the IT Business Heads and Senior Leaders.

With data from over 45,000 business leaders, we understand what activities correlate with high IT performance and can help you successfully complete these activities in your own organization.

Unlimited access to diagnostic/benchmarking programs are available with the proposed subscription. This is a key differentiator of our service offering and a value-added service for the County. The following sections highlight key diagnostic and benchmarking programs available to support IT Executives and CIOs.

CIO Business Vision – Stakeholder Management is a critical aspect of running a successful IT department. Info-Tech's CIO Business Vision program is a low effort, high impact program that will give you detailed report cards on the organization's satisfaction with IT's core services.

Use these insights to understand your key business stakeholders, find out what is important to them, and improve your interactions. The CIO Business Vision survey is administered by our research team upon request. The valuable statistics you will receive from this survey range from Stakeholder satisfaction metrics, IT capacity metrics, and departmental metrics including stakeholder feedback reports. The value of this survey has five key points:

1. Plan your stakeholder strategy with Info-Tech
2. Build consensus & accountability within IT
3. Brief critical stakeholders within the Government
4. Build relationships with key decision-makers
5. Create company and business unit action plans

Please review the following sample report: [Sample Report - CIO Business Vision.pdf](#)

The most important thing a CIO can do is understand the business needs and actively measure that the business is satisfied. Info-Tech's CIO Business Vision program allows our clients to do just that by receiving feedback on key IT functions.

CEO-CIO Alignment Program - I would encourage IT Leaders take advantage of this program at the beginning of the membership so we can effectively set up an engagement plan over the course of the year that will provide the most value to your department and the organization as a whole. For decades, IT-business alignment has been touted as the next dimension of effective IT. Yet many IT leaders are still without the tools they need to understand and support business priorities.

Decipher business needs by understanding the CEO's/Head of the Business's perspective. Automate IT-business alignment so IT can operate effectively and generate tangible value for your business.

As leader of an IT department, you recognize that your ideas, priorities, and perspectives differ from those of business leaders. This program eliminates the guesswork and starts closing the gaps between these perspectives.

By taking part in the CEO-CIO Alignment Program, you have already taken the first step to building IT-business alignment that optimizes IT and drives business value. This report shares insights from the survey component of our program. It will help your IT division:

- Understand the Business Head's perception of and vision for IT in your business
- Identify and build core IT processes that automate IT-business alignment
- Create a plan to address alignment gaps impeding business growth
- Deliver your plan to demonstrate IT value and progress

Please review the following sample report: [Sample Report - CEO-CIO Alignment.pdf](#)

IT Management & Governance Diagnostic

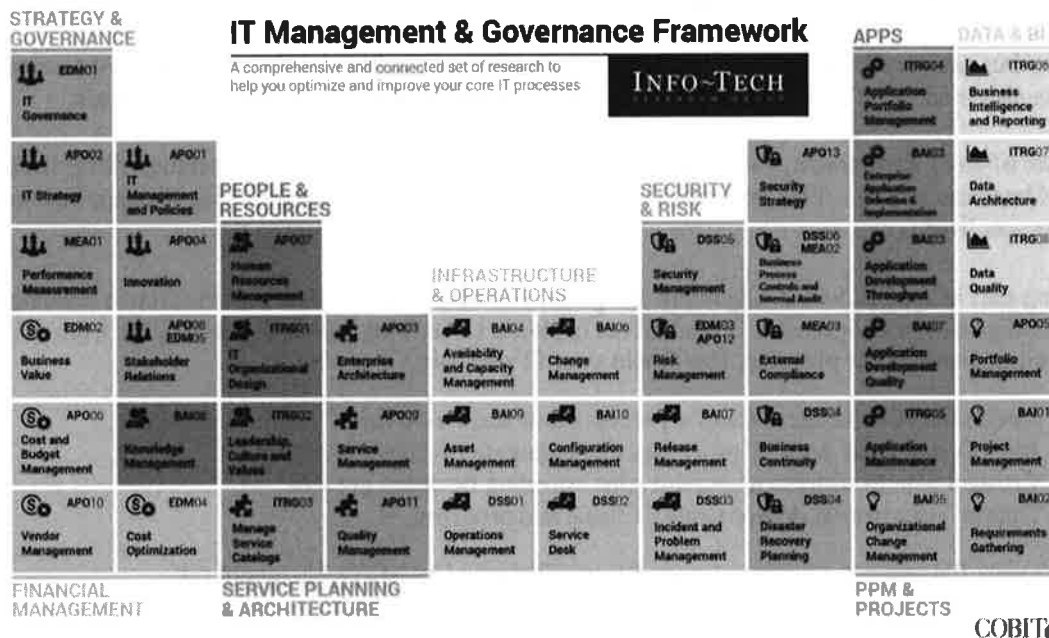
Info-Tech’s IT Management and Governance Diagnostic is a new innovative program available to the County, which allows IT Executive’s to understand their team’s perception of the importance and effectiveness of their technology processes. Build consensus around which processes are important and ineffective by conducting an IT team alignment exercise.

The program enables the IT organization to create a customized process improvement roadmap to maximize impact and focus time and resources more efficiently and accurately.

There are 4 key steps that will guide you through the program to optimize your IT processes:

1. Map Your Process Landscape - Determine which processes your team believes need more attention so that you can effectively allocate your time and resources across all process initiatives. Understand what your next steps should be for each of the processes in your organization based on the feedback received from your entire team
2. Process Spotlight - Dive deeper into each processes’ performance. Highlight contentious areas and understand how aligned your team is for each process.
3. Team Alignment - Use the results to facilitate a team alignment exercise with your team. Prioritize your team’s process improvement efforts by getting opposing views on the table and reconciling the differences to build consensus.
4. Ownership & Accountability - Assign process ownership and hold team members accountable for process improvement initiatives to ensure successful implementation and to realize the benefits from more effective processes.

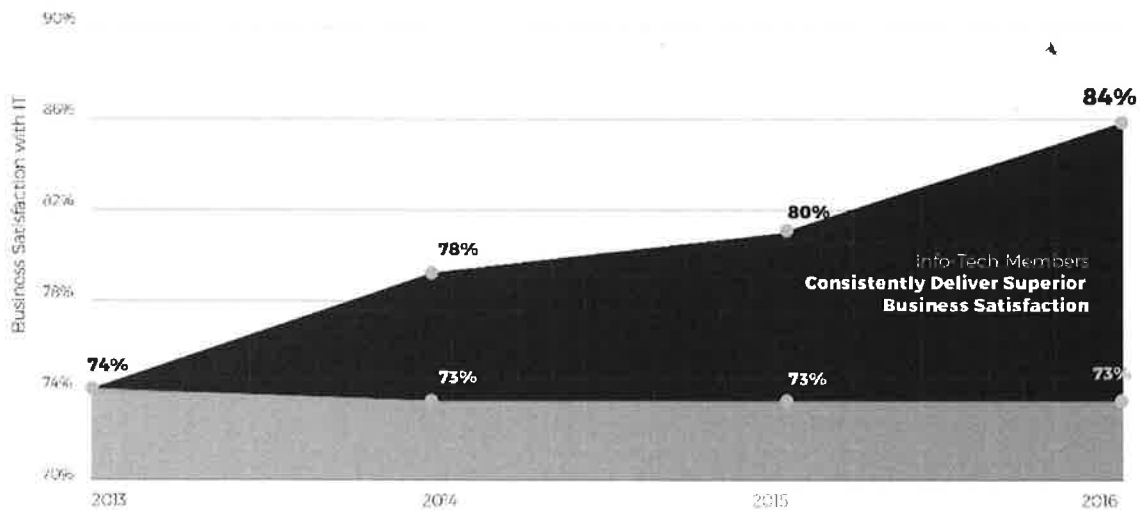
Info-Tech uses a “heat-map” style graphic to identify the effectiveness and relative importance of each IT process. The processes below align with the COBIT 5 Framework of IT



Additional IT function diagnostic programs include:

- **IT Security Diagnostic** - The IT Security Diagnostic Program is a low effort, high impact program designed to help IT Security Leaders assess and improve their security practices. Gather and report on IT Security governance, business satisfaction, and effectiveness to understand where you stand and how you can improve.
- **Application Portfolio Assessment** - Application portfolio management is nearly impossible to perform without an honest and thorough understanding of end user sentiment toward IT software. Develop data driven insights to help you decide which applications to retire, upgrade, re-train on or maintain, to meet the demands of the business.
- **End User Satisfaction** - Service optimization is nearly impossible to perform without an honest and thorough understanding of end user sentiment toward IT services and software.
- **Data Quality Scorecard** - Our comprehensive report shows you how the business feels about data quality and what the most pressing issues are. Use the feedback to guide improvement efforts and develop a focused action plan.
- **Project Portfolio Management Diagnostic Program** - The Project Portfolio Management Diagnostic Program is a low effort, high impact program designed to help project owners assess and improve their PPM practices. Gather and report on all aspects of your PPM environment in order to understand where you stand and how you can improve.

For over 20 years, Info-Tech has provided IT teams with practical advice that helps make measurable improvement. Since launching our systematic program to improve IT performance in 2013, Info-Tech members have dramatically outperformed their peers by delivering superior levels of business satisfaction.



ATTACHMENT B

**AGREEMENT BETWEEN COUNTY OF INYO
AND Info-Tech Research Group
FOR THE PROVISION OF Information Technology Improvement SERVICES**

TERM:

FROM: September 1, 2019 **TO:** August 31, 2021

SEE ATTACHED INSURANCE PROVISIONS

Attachment B
to Standard County Contract No. 113
Insurance Requirements for IT Vendor Services

IT Vendor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Vendor, its agents, representatives, or employees. Vendor shall procure and maintain for the duration of the contract insurance claims arising out of their services and including, but not limited to loss, damage, theft or other misuse of data, infringement of intellectual property, invasion of privacy and breach of data.

MINIMUM SCOPE AND LIMIT OF INSURANCE

Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **\$1,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.
2. **Automobile Liability:** Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Consultant has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than **\$1,000,000** per accident for bodily injury and property damage.
3. **Workers' Compensation** insurance as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **\$1,000,000** per accident for bodily injury or disease.
(Not required if consultant provides written verification it has no employees)
4. **Cyber Liability** Insurance, with limits not less than **\$2,000,000** per occurrence or claim, **\$2,000,000** aggregate. Coverage shall be sufficiently broad to respond to the duties and obligations as is undertaken by Vendor in this agreement and shall include, but not be limited to, claims involving infringement of intellectual property, including but not limited to infringement of copyright, trademark, trade dress, invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, alteration of electronic information, extortion and network security. The policy shall provide coverage for breach response costs as well as regulatory fines and penalties as well as credit monitoring expenses with limits sufficient to respond to these obligations.

If the Vendor maintains broader coverage and/or higher limits than the minimums shown above, the County requires and shall be entitled to the broader coverage and/or the higher limits maintained by the contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the County.

Other Insurance Provisions

The insurance policies are to contain, or be endorsed to contain, the following provisions:

Additional Insured Status

The County, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Vendor including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Consultant's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; **and** CG 20 37 forms if later revisions used).

Primary Coverage

For any claims related to this contract, the Vendor's insurance coverage shall be primary insurance primary coverage at least as broad as ISO CG 20 01 04 13 as respects the County, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the County, its officers, officials, employees, or volunteers shall be excess of the Vendor's insurance and shall not contribute with it.

Notice of Cancellation

Each insurance policy required above shall state that coverage shall not be canceled, except with notice to the County.

Waiver of Subrogation

Vendor hereby grants to County a waiver of any right to subrogation which any insurer of said Vendor may acquire against the County by virtue of the payment of any loss under such insurance. Vendor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the County has received a waiver of subrogation endorsement from the insurer.

Self-Insured Retentions

Self-insured retentions must be declared to and approved by the County. The County may require the Vendor to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or County.

Acceptability of Insurers

Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the County.

Claims Made Policies

If any of the required policies provide coverage on a claims-made basis:

1. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
2. Insurance must be maintained and evidence of insurance must be provided **for at least five (5) years after completion of the contract of work.**
3. If coverage is canceled or non-renewed, and not **replaced with another claims-made policy form with a Retroactive Date** prior to the contract effective date, the Vendor must purchase "extended reporting" coverage for a minimum of **five (5) years** after completion of contract work.

Verification of Coverage

Vendor shall furnish the County with original Certificates of Insurance including all required amendatory endorsements (or copies of the applicable policy language effecting coverage required by this clause) and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to County before work begins. However, failure to obtain the required documents prior to the work beginning shall not waive the Vendor's obligation to provide them. The County reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

Subcontractors

Vendor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Vendor shall ensure that County is an additional insured on insurance required from subcontractors.

Special Risks or Circumstances

County reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.



County of Inyo



Public Works

CONSENT - ACTION REQUIRED

MEETING: August 27, 2019

FROM:

RE: CDA Matching Grant Application

RECOMMENDED ACTION:

Request Board:

- A. Approve Resolution No. 2019-34, authorizing the filing of an application for a CDA matching grant for "Runway Rehabilitation Project at the Lone Pine/Death Valley Airport" in the amount of \$87,835.50;
- B. Authorize acceptance of the allocation of said state AIP matching funds for the project;
- C. Authorize execution of said AIP Matching Grant Agreement for this project; and,
- D. Authorize the Public Works Director to sign any documents required to apply for and accept subject funds of behalf of the County of Inyo.

SUMMARY/JUSTIFICATION:

Your Board authorized the advertising of the Project "Runway Rehabilitation Project at the Lone Pine/Death Valley Airport" on June 11, 2019.

The Project construction, construction management/inspection, and county administrative costs are ninety percent (90% - \$1,756,710) reimbursable by the forthcoming FAA AIP Grant.

After the FAA Grant Agreement is in place, the County can apply for a Caltrans Division of Aeronautics (CDA) matching grant, which will fund five percent (5% - \$87,835.50) of the FAA Grant Agreement amount (which is four and one-half percent (4.5%) of the entire Project). The Public Works Department is preparing the application for the CDA AIP Matching Grant for the Project. The County must pay the remainder of the Project costs, which is five and one-half percent (5.5% - \$107,354.50) of the entire Project.

The state requires a resolution of the Board of Supervisors authorizing the submittal of the application, acceptance of an allocation of CDA AIP matching funds, and execution of the CDA AIP Matching Grant Agreement for the project. In order to expedite processing of the matching grant agreement, the resolution also authorizes the Public Works Director to execute the grant agreement. Expediting the processing of the grant agreement is beneficial because State regulations prohibit the DOT from issuing a grant on a project once construction has started. A resolution in the form recommended by the Division of Aeronautics has been prepared and is attached for Board approval. After the resolution is approved, the Public Works Department will submit the application to the State Division of Aeronautics. The CDA Matching Grant Application submittal must also include a copy of the executed FAA Grant Agreement.

BACKGROUND/HISTORY OF BOARD ACTIONS:

Approval the application for a CDA Matching Grant for design - August 28, 2018

Approval of Plans and Specification, and acceptance of the forthcoming FAA grant - June 11, 2019

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

The Board could choose not to approve the resolution and authorize the Public Works Director to sign the grant agreement. If the resolution and authorization to sign is not approved, the CDA will not accept the county's application for CDA matching funds. This is not recommended, because the county would have to fund the entire match of up to 10% for the project total.

OTHER AGENCY INVOLVEMENT:

FAA
California Division of Aeronautics

FINANCING:

The FAA Grant No. 03-06-0126-019-2019 will fund up to 90 percent (maximum - \$1,756,710) of the funds for this project. If the CDA AIP matching grant is approved, up to an additional 5.0 percent of the FAA grant amount (\$87,835.50) will be provided by the state. The CAO recommendation for the 19/20 budget includes using Geothermal Funds for the County match, which will be 5.5% of the total project costs. The FAA and CDA grants require reimbursement to local agencies upon submittal of progress invoices for expenditures actually made. The project revenue and expenses will be housed in budget unit 150504, Lone Pine/Death Valley Airport Pavement.

ATTACHMENTS:

1. Matching Grant Resolution

RESOLUTION #2019 -

**A RESOLUTION OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF INYO, STATE OF CALIFORNIA
AUTHORIZING THE SUBMITTAL OF APPLICATIONS, ACCEPTING ALLOCATION OF
FUNDS, AND AUTHORIZING THE EXECUTION OF GRANT AGREEMENTS WITH THE
CALIFORNIA DEPARTMENT OF TRANSPORTATION FOR AN AIRPORT
IMPROVEMENT PROGRAM (AIP) MATCHING GRANT**

WHEREAS, the County of Inyo and the Federal Aviation Administration are parties to federal Airport Improvement Program (AIP) Grant 3-06-0126-014-2019 for the Runway Rehabilitation Project at the Lone Pine/Death Valley Airport; and

WHEREAS, the California Department of Transportation, pursuant to the Public Utilities Code section 21683.1, provides grants of up to 5.0% of Federal Aviation Administration grants to airports; and

WHEREAS, the California Department of Transportation requires the Board of Supervisors to adopt a resolution authorizing the submission of the application for the AIP Matching grant.

NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors of the County of Inyo, State of California:

1. Authorizes filing the application for the state AIP Matching Grant for this project;
2. Authorizes accepting the allocation of state AIP matching funds for the project;
3. Authorizes execution of the AIP Matching Grant Agreement for this project; and

BE IT FURTHER RESOLVED, that the Board of Supervisors of the County of Inyo does hereby authorize Public Works Director Michael Errante to sign any documents required to apply for and accept these subject funds on behalf of the County of Inyo.

I hereby certify the foregoing resolution was introduced and read at the regular meeting of the County Board of Supervisors of the County of Inyo on the 27th day of August, 2019, and the resolution was duly adopted at said meeting by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Chairperson, Board of Supervisors

ATTEST:

Clint Quilter, Clerk

by _____
Assistant Clerk to the Board



County of Inyo



Planning Department

DEPARTMENTAL - NO ACTION REQUIRED

MEETING: August 27, 2019

FROM: Steve Karamitros

RE: Presentation of draft Olancha Cartago Corridor Study

RECOMMENDED ACTION:

Request Board hear a presentation from *Alta Planning + Design* on the draft Olancha Cartago Corridor Study, which is being completed using SB1 funding administrated by Caltrans.

SUMMARY/JUSTIFICATION:

On December 15, 2017, Inyo County was awarded an SB-1 Sustainable Communities Grant, administered by Caltrans. On May 11, 2018, the Planning Department was notified by Caltrans that it could proceed with work on the proposed project. The study is largely a response to the Caltrans Olancha/Cartago 4-lane Project, which will redirect portions of the Highway 395 and bypass the communities of Olancha & Cartago. This project is not undergoing its own environmental study. Today, we will hear a presentation from James Powell, the corridor study's Project Manager from Alta, on the Draft Corridor Plan. The presentation includes the feedback from two community workshops, which were held November 1, 2018 & February 21, 2019.

BACKGROUND/HISTORY OF BOARD ACTIONS:

The aim of this Study is to analyze the ways in which the communities of Olancha and Cartago can re-brand and remake themselves following the loss of traffic resulting from the realignment of US 395. This includes looking at ways to integrate these communities with local outdoor activities so that they become destinations for those interested in outdoor recreation. The Study also looks at the design of future economic development in commercial zones and how they can be integrated, through sustainable multi-modal transportation, with areas zoned for residential use along the corridor. It looks for opportunities for gateway and signage features that will help provide an identity to the corridor, and serve as a draw for visitors. Again, this will incorporate accessibility to local roads, trailheads, and other recreational opportunities, as well as ways to maximize the cultural and historical heritage in the area.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

OTHER AGENCY INVOLVEMENT:

California Department of Transportation, Restricted Grant Agreement

FINANCING:

This project is funded through an SB-1 Sustainable Communities Grant.
This project includes a 11.5% match from the local agency, which is being met using staff time.

ATTACHMENTS:

1. Draft Study Presentation

OLANCHA CARTAGO

GATEWAY *to the* SIERRA NEVADAS

Olancha Cartago Corridor Study
Inyo County Planning Department

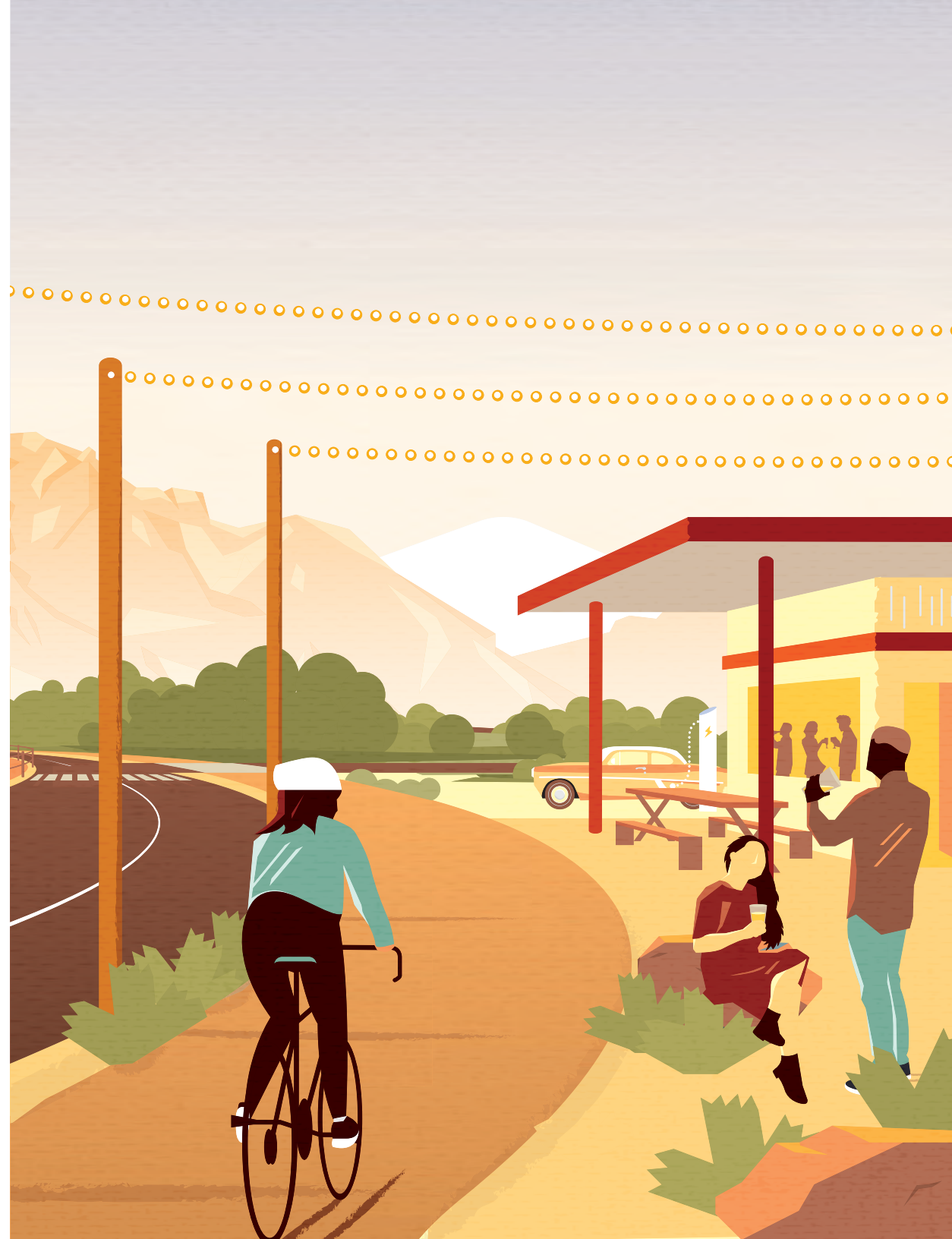
OVERVIEW

- Grant-Funded by Caltrans: California Sustainable Planning Grant
- Response to the Caltrans Olancha Cartago 4 Lane Project
- 8 miles of 395, from Cartago to Summit Creek
- North of HWY 190 transfers to county
- South of HWY 190 to become 190 South and remain with Caltrans



GOALS

- Expand active transportation options
- Connect to nearby recreational assets
- Improve traffic safety
- Determine appropriate traffic speeds
- Brand the corridor as a destination
- Promote economic growth
- Increase tourism



EXISTING CONDITIONS

• Businesses

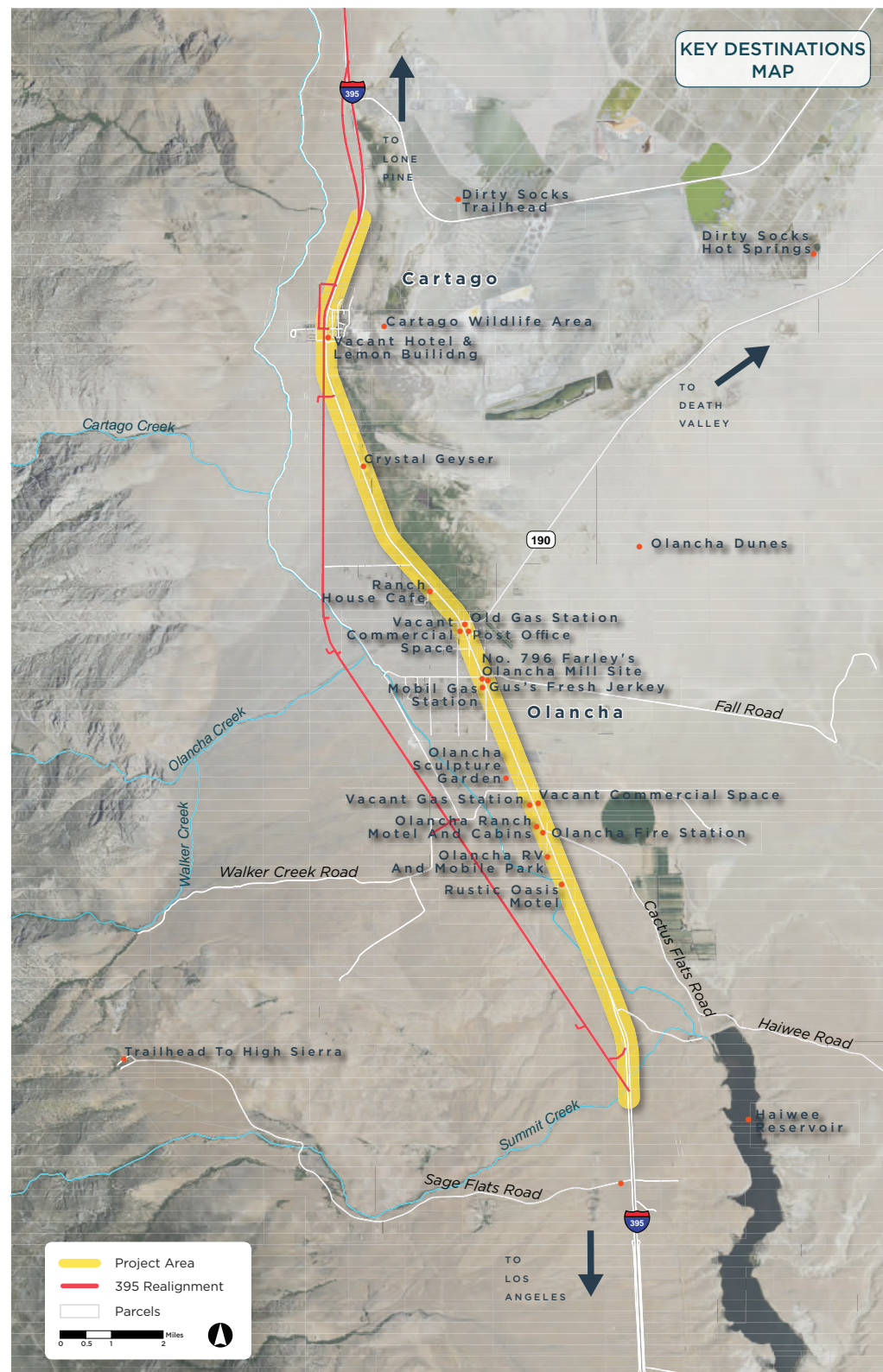
Ranch House Cafe (recently closed),
Gus' Fresh Jerky Stand, Mobil,
Olancha Cafe, Motels, Crystal Geyser

• Nearby Art and Historic Sites

Olancha Sculpture Garden, Metabolic
Studios at PPG, Cottonwood Creek
Charcoal Kilns, Dirty Socks Hot
Springs, Owens Lake Land Art

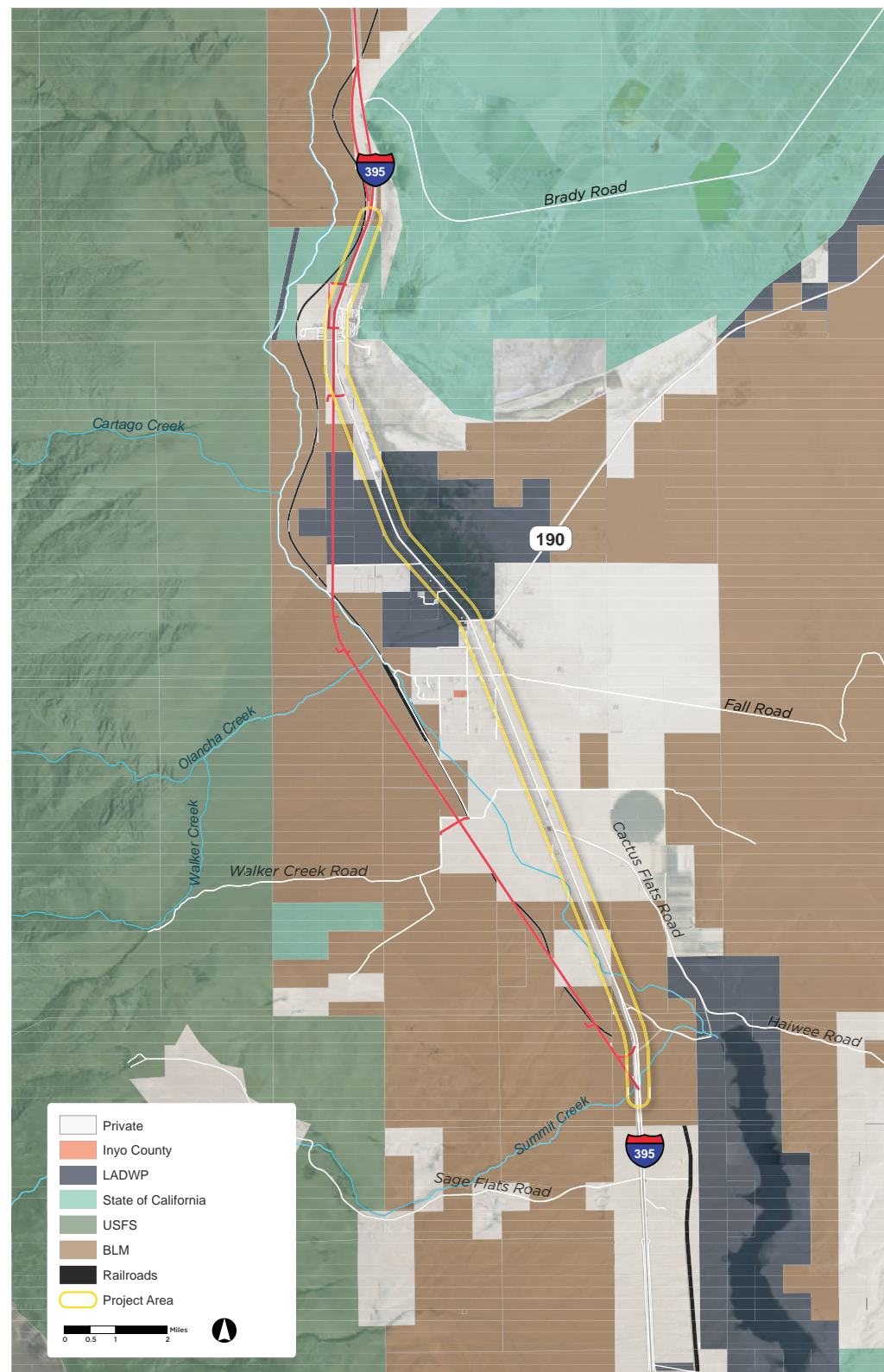
• Recreation and Nature

Cartago Wildlife Area, Coso
Wilderness Area, Haiwee Reservoir
(if reopened), Owens Lake Trails,
Olancha Dunes, Olancha
Peak trails



CONTEXT

- Geography
- Hydrology
- Development History
- Property Ownership and Zoning
- Demographics
- Existing Relevant Plans
- Existing Road Conditions
- County Roads
- Traffic Patterns



OPPORTUNITIES + CONSTRAINTS

• Opportunities

Access to natural features and scenery

Buildings with potential for adaptive reuse

Death Valley junction

• Constraints

Reduced traffic volumes after realignment

Few existing major tourist draws



OUTREACH

- **Community Workshop #1**
November 2018
- **Community Workshop #2**
February 2019
- **Community Workshop #3**
August 2019



DESIGN TOOLKIT + PRECEDENTS

- **RUNS:**

Active
Transportation,
Safety, and
Wayfinding
Elements



DESIGN TOOLKIT + PRECEDENTS

- RIFFLES:
Activity Areas



DESIGN TOOLKIT + PRECEDENTS

- POOLS:

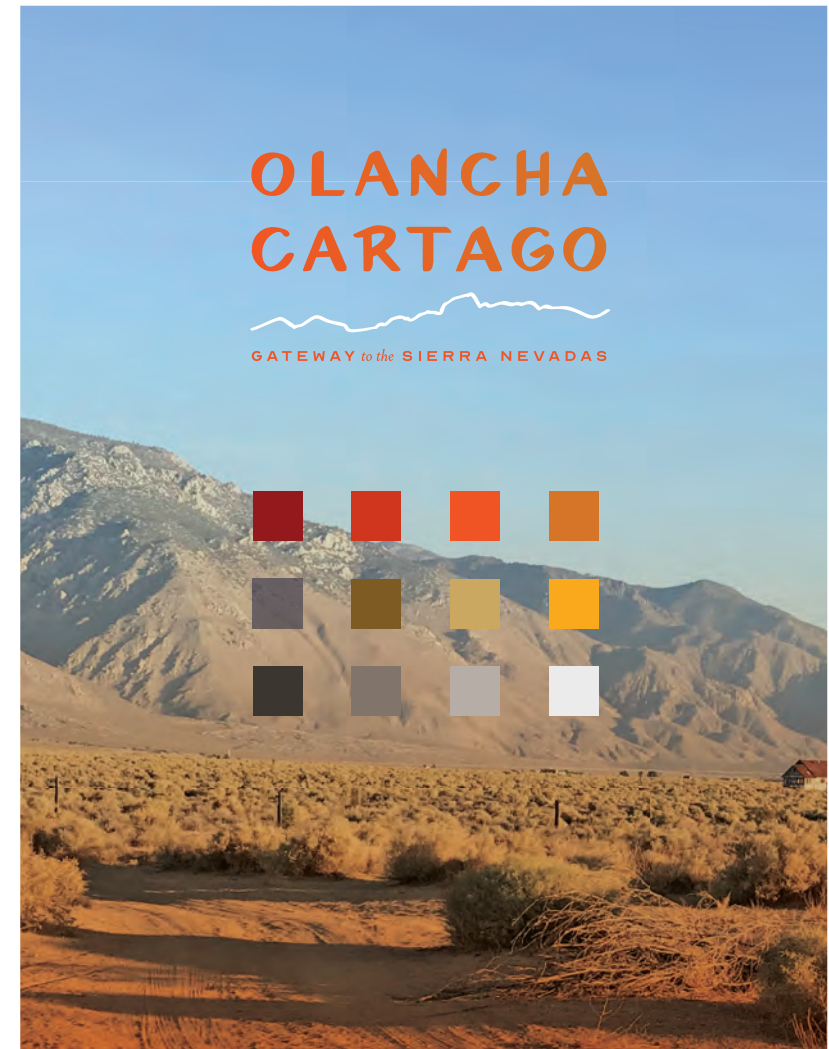
Moments of Pause
and Placemaking



BRANDING

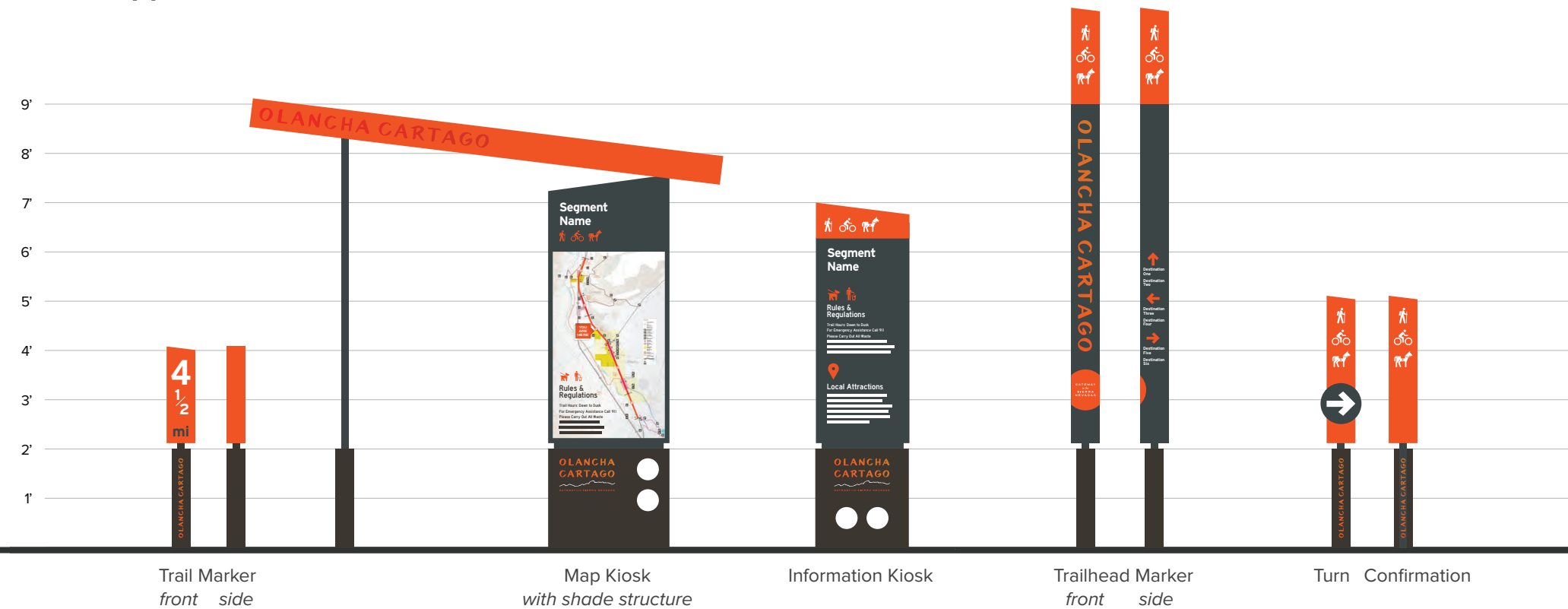
- Making the Corridor Recognizable

Encourage visitors and development



WAYFINDING

- Builds upon branding
- Educates and directs users to trails and educational opportunities



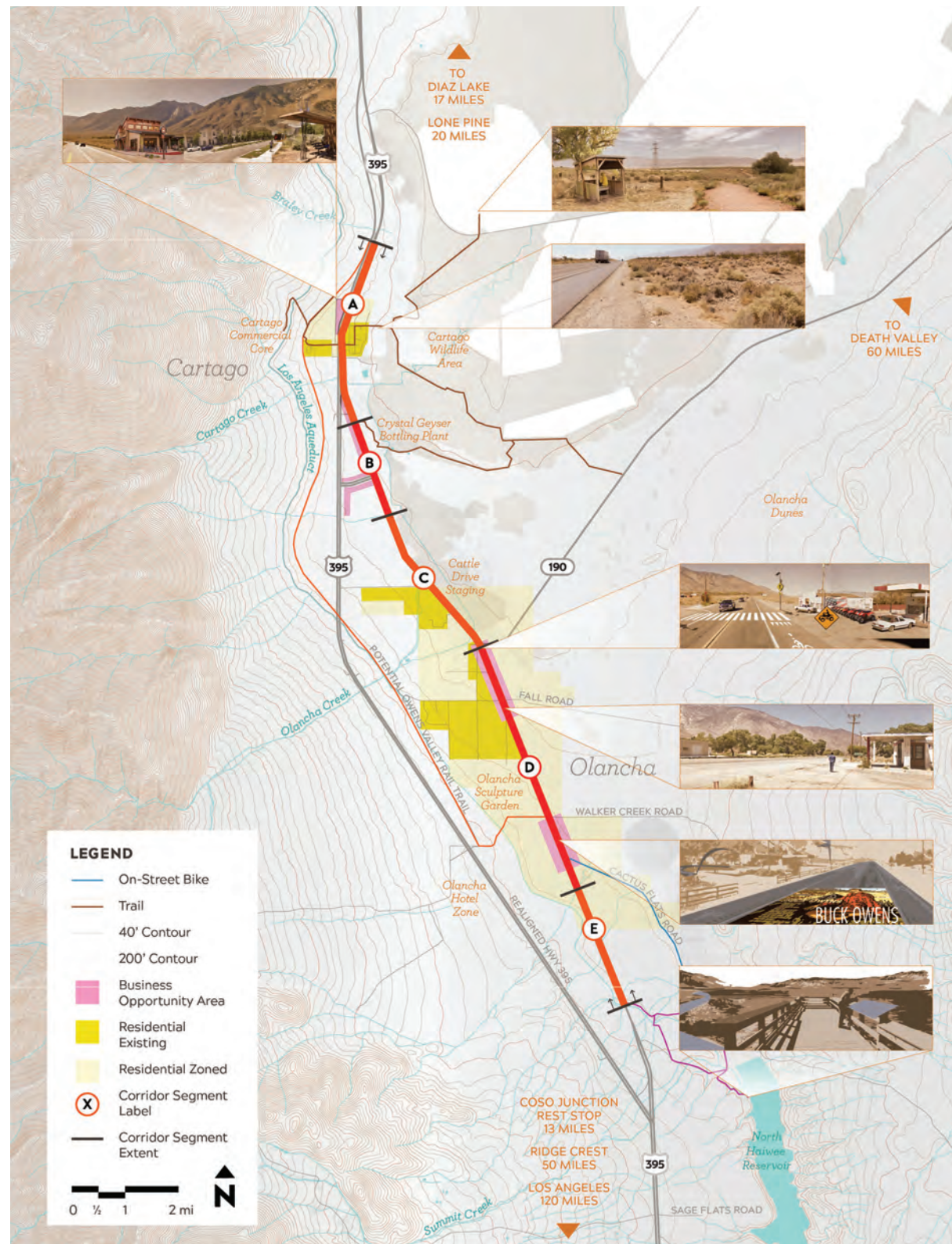
CONCEPT ZONES

- Three major zones

Cartago

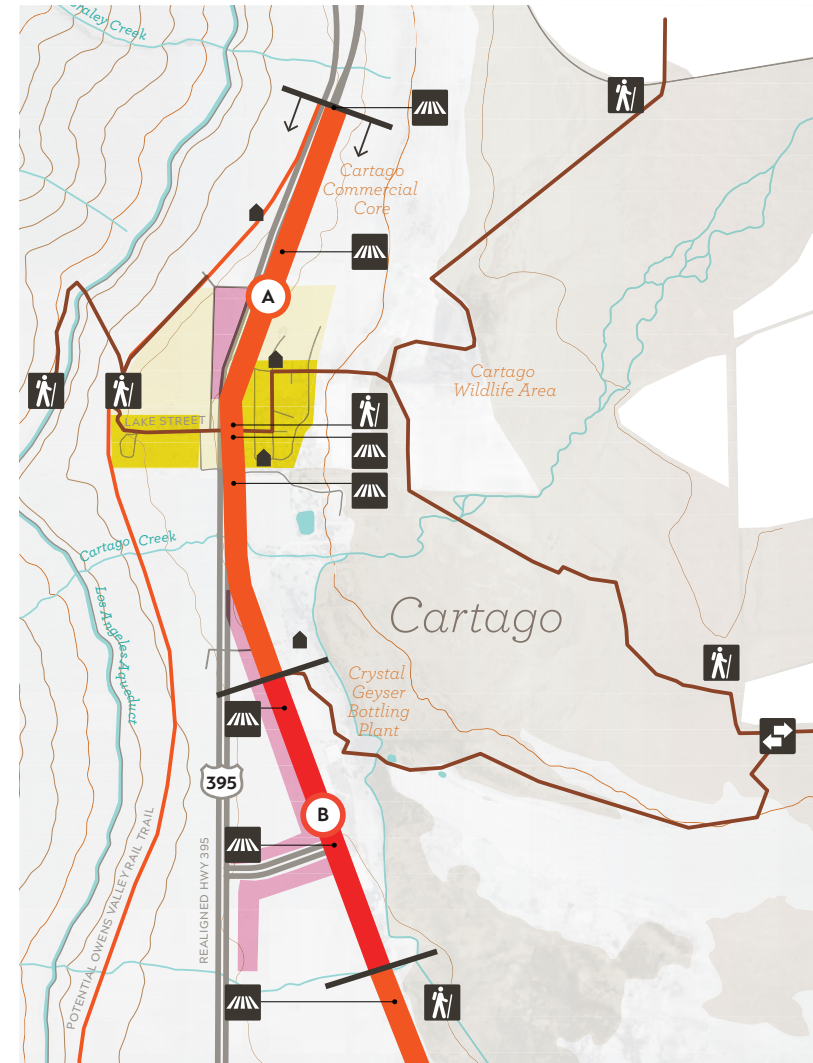
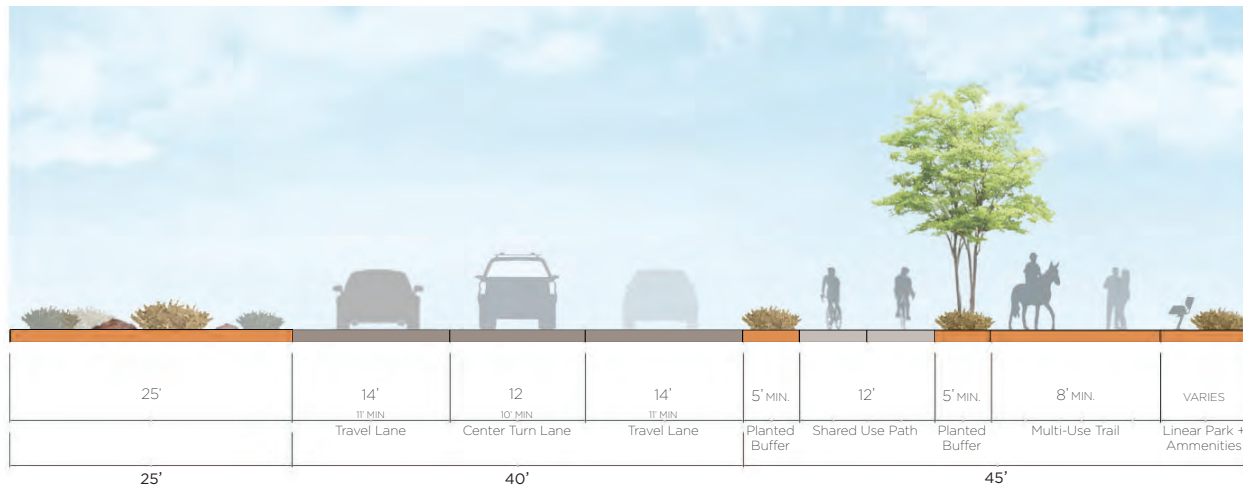
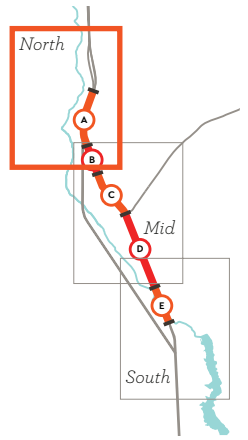
190 Junction

Art + Haiwee



NORTHERN SEGMENT: CARTAGO

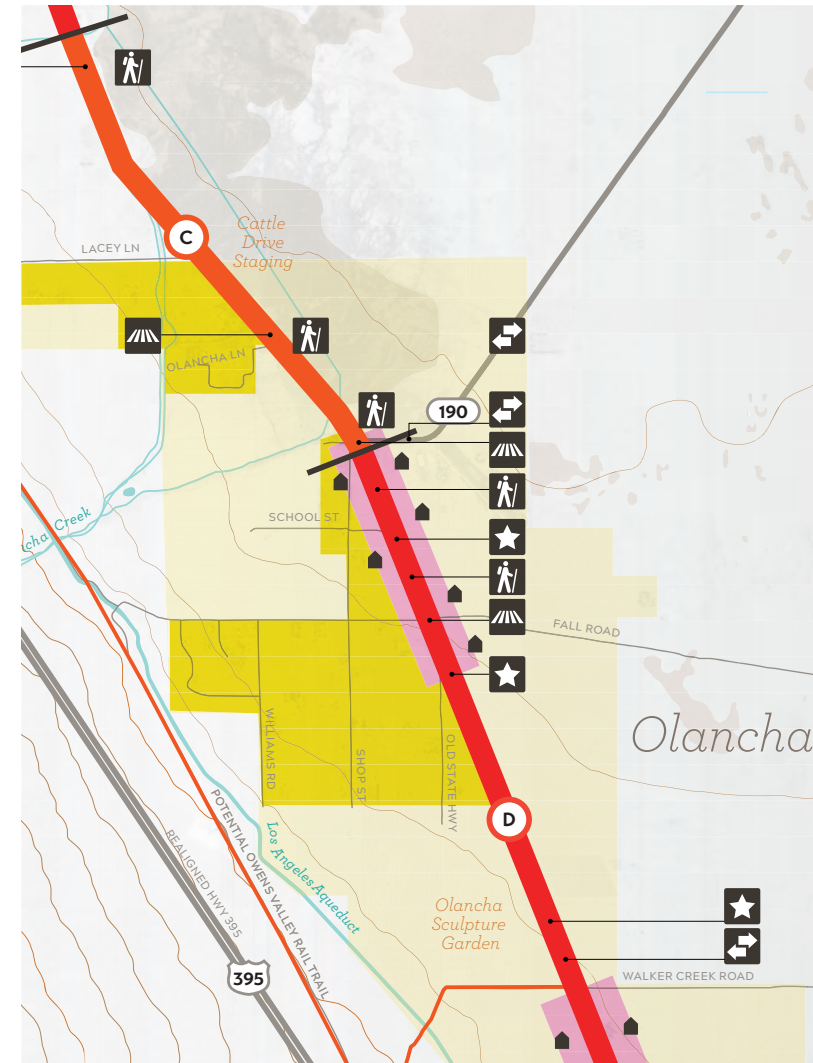
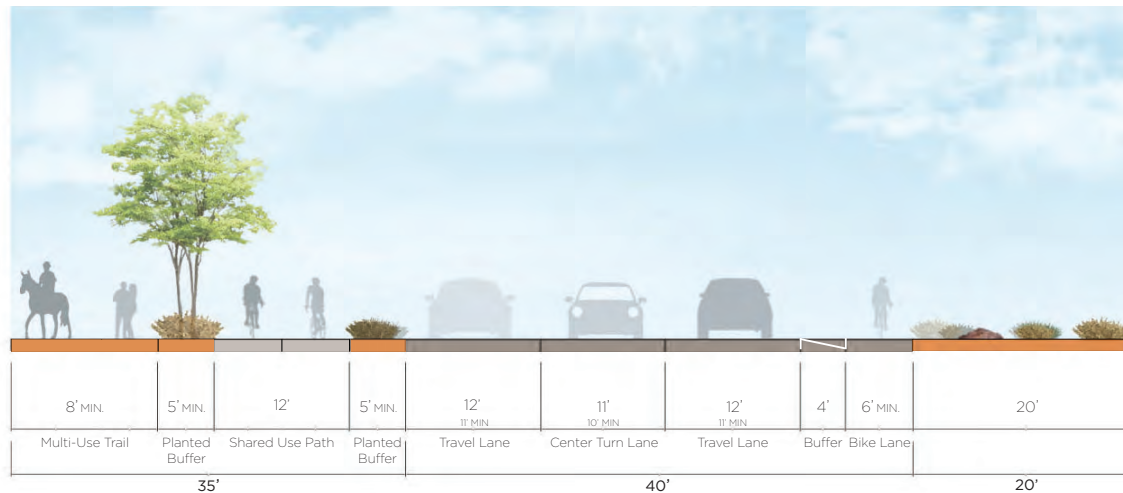
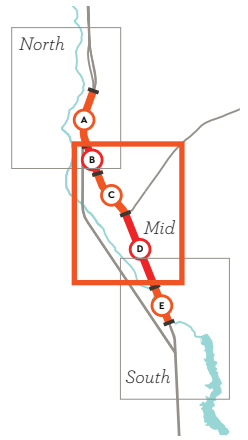
- Highway services
- Visitor center/trailheads
- Where the new 395 meets old 395



MIDDLE SEGMENT: 190 JUNCTION

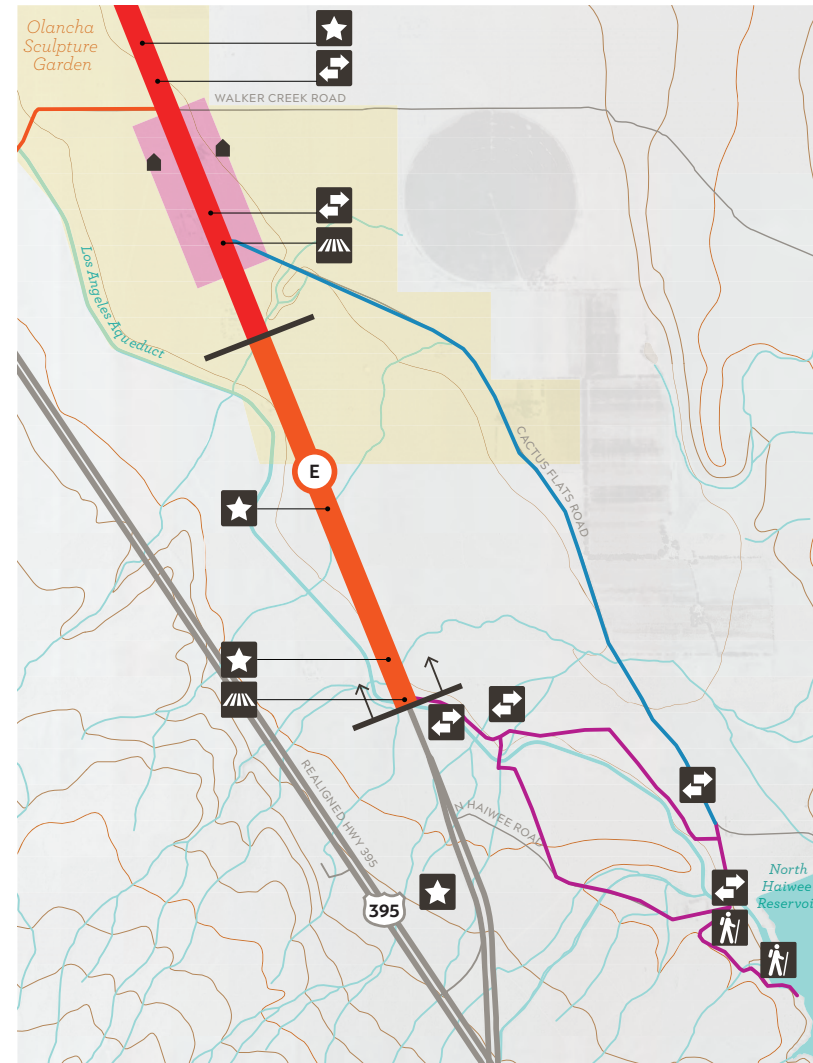
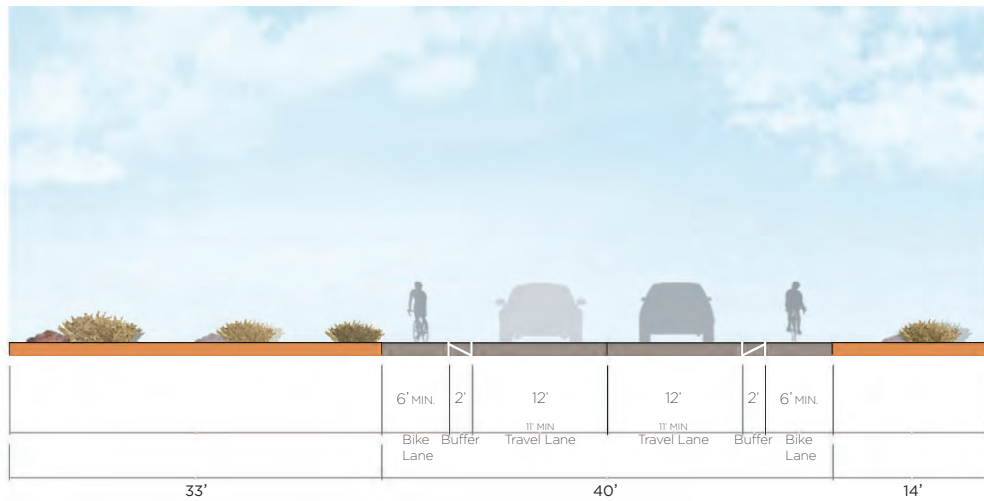
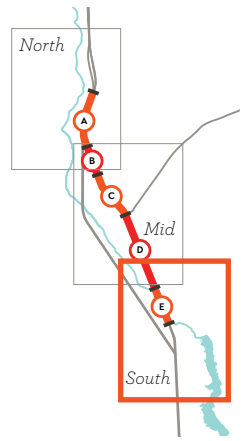
- Gateway to Death Valley

- Services and trails



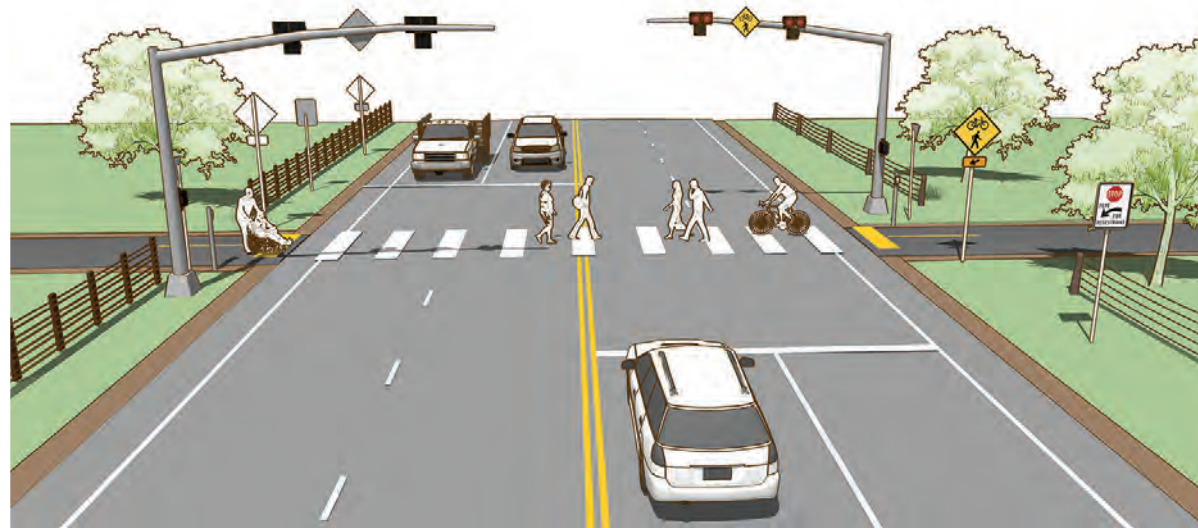
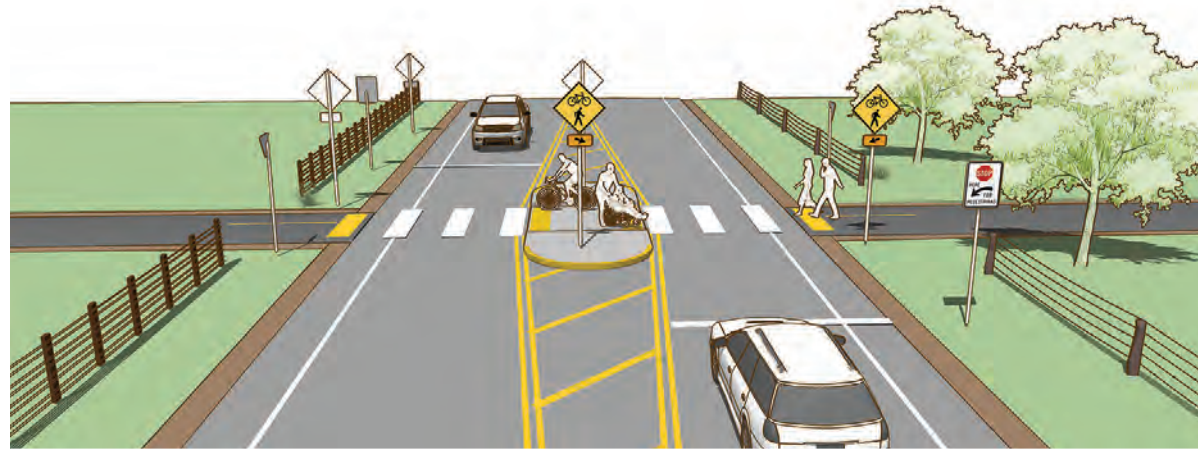
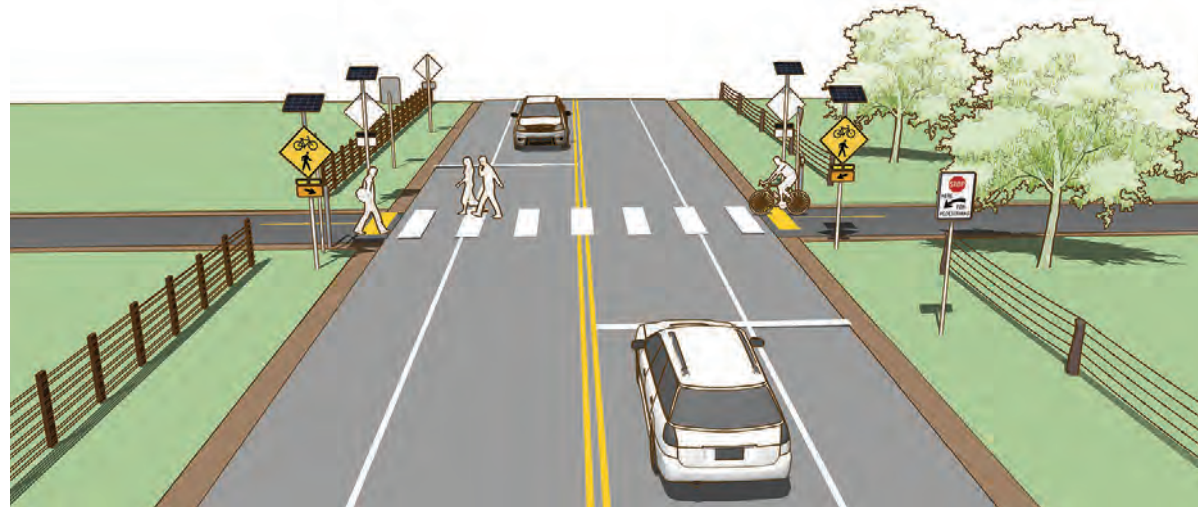
SOUTHERN SEGMENT: ART + HAIWEE

- Open roadway
- Motels, trails, large-scale art



TRAFFIC + SAFETY

- Traffic Speeds
- Intersection Treatments
- Trail and Path Design
- Trail Amenities
- Materials
- Wayfinding and Signage



IMPLEMENTATION + PHASING

- Coordination + Partnerships
- Funding Opportunities
- Business Incentives
- Project Phasing
- Cost Estimates



NEXT STEPS

- **Finalize Study**

Expand on traffic,
partnerships, and
cost estimate
sections

- **Further Outreach**

Open House on
August 29

Incorporate
comments

Additional
presentations
to Planning
Commision, Board
of Supervisors, and
Open House in late
fall

QUESTIONS + CONTACT INFO

Contact:

Steven Karamitros
Inyo County Planning Department
760-878-0268
skaramitros@inyocounty.us

James Powell, PLA, ASLA
Alta Planning + Design
213-437-3336
jamespowell@altaplanning.com





County of Inyo



Planning Department

DEPARTMENTAL - ACTION REQUIRED

MEETING: August 27, 2019

FROM: Cathreen Richards

RE:

RECOMMENDED ACTION:

Request Board: A) receive a presentation by Planning Department staff regarding a Senate Bill 2 (SB2) grant application and a request for direction from the Board to submit the grant application; and B) approve Resolution No. 2019-35, titled, "A Resolution of the Board of Supervisors, County of Inyo, State of California Authorizing Application for, and Receipt of, SB 2 Planning Grant Funds," and authorize the Chairperson to sign.

SUMMARY/JUSTIFICATION:

The County is currently faced with a lack of "family-wage" and/or "affordable" housing choices. There are a number of factors that contribute to this issue including:

- A lack of available private property;
- Difficulties in the provision of infrastructure and services;
- No interest from builders to provide "family-wage" and/or "affordable" housing choices;
- State subdivision regulations that prohibit subdivision of areas outside Community Service District (Fire) Boundaries; and
- Outdated Zoning

Funding

This year's SB2 funding is being directed at planning assistance that helps to achieve affordable housing goals. This grant funding will be allocated by an "over the counter" non-competitive means to all eligible jurisdictions in the State. The application for this funding is out and is due by November 30, 2019. Inyo County is considered a 'small county' with regard to the SB2 funding allocations, and therefore, is entitled to \$160,000.

The State's Priority Policy Areas

Along with the funding opportunity the State has also provided a list of priority policy areas. Jurisdictions that choose to apply under a priority policy area will have an easier and faster grant application process. Priority Policy Areas include:

- Rezone to permit by right;
- Objective design and development standards;
- Specific plans or form based codes coupled with CEQA Streamlining;
- Accessory dwelling units or other innovative building strategies;
- Expedited processing; and
- Housing related infrastructure financing and fee reduction strategies.

Eligible projects include, but are not limited to:

- Targeted General Plan updates;
- Community plans and specific plans;
- Zoning updates; and
- Environmental analysis that eliminates the need for project specific review.

Projects undertaken with this grant funding are also covered for necessary CEQA review.

Proposed Project

The grant application proposes to hire a consultant to work with Planning Department staff to conduct a thorough vacant lands inventory and zoning review of properties located throughout the County. This information will be used to identify land that might be appropriate for zone changes to promote affordable housing opportunities primarily by increasing the allowable residential density. This will likely include increasing the amount of multi-family zoning in the County; lowering some of the minimum lot size requirements and additional zoning areas with principal permitting for mobile home parks. The review of the County's current zoning will also focus on commercial zones for opportunities for infill (residential) development. Areas near public transportation and other services might also be identified for zone changes. A review of the code language addressing accessory dwelling units will also be reviewed for infill opportunities. A primary component of this work will include public outreach meetings and communication with property owners.

Once land for zone changes and updates to current zoning for infill opportunities are identified, a CEQA evaluation (most likely an EIR) will be conducted on each property and cumulatively, proposed for a zone change and on changes to the current zoning ordinance for infill opportunities. This can result in changes to single-family and open space designations to multi-family, and changes to outright allow for mobile home parks, as well as allow for multi-family residential uses in certain commercial zones without requiring discretionary approval. Any changes to the County's General Plan designations that might be necessary for consistency with the changes to the zoning will also be conducted. Changes to the General Plan designations will be necessary with regard to allowed density by district and the potential, proposed, up-zoning.

Once the CEQA evaluation is completed, the Draft zone changes and General Plan Amendments will be taken to the Planning Commission and Board of Supervisors for adoption. The updates will result in permitting by right for more multi-family housing and overall residential density. This qualifies as a State Priority Policy Area.

BACKGROUND/HISTORY OF BOARD ACTIONS:

Planning staff introduced the SB2 Planning Grant to the Board at its May 28, 2019 meeting and received direction to pursue the grant application.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

The County could not apply for the SB2 grant funding. This is not recommended as this funding can provide the means to evaluate and implement changes in policy and regulation regarding affordable housing that the County does not otherwise have.

OTHER AGENCY INVOLVEMENT:

California Department of Housing and Development, Inyo County Public Works and Environmental Health Departments, and other outside agencies and non-profit organizations that work in affordable housing projects and policy.

FINANCING:

ATTACHMENTS:

1. SB2 Resolution
2. 2019-SB-2-Planning-Grants-Application

RESOLUTION NO. 2019-

A RESOLUTION OF THE BOARD OF SUPERVISORS, COUNTY OF INYO, STATE OF CALIFORNIA AUTHORIZING APPLICATION FOR, AND RECEIPT OF, SB 2 PLANNING GRANTS PROGRAM FUNDS

WHEREAS, the State of California, Department of Housing and Community Development (Department) has issued a Notice of Funding Availability (NOFA) dated March 28, 2019, for its Planning Grants Program (PGP)

WHEREAS, the Board of Supervisors of the County of Inyo desires to submit a project application for the PGP program to accelerate the production of housing and will submit a 2019 PGP grant application as described in the Planning Grants Program NOFA and SB 2 Planning Grants Program Guidelines released by the Department for the PGP Program

WHEREAS, the Department is authorized to provide up to \$123 million under the SB 2 Planning Grants Program from the Building Homes and Jobs Trust Fund for assistance to Counties (as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017 (SB 2)) related to the PGP Program.

NOW, THEREFORE, THE BOARD OF SUPERVISORS OF THE COUNTY OF INYO RESOLVES AS FOLLOWS:

SECTION 1. The Board of Supervisors, County of Inyo is hereby authorized and directed to apply for and submit to the Department the 2019 Planning Grants Program application in the amount of \$160,000.

SECTION 2. In connection with the PGP grant, if the application is approved by the Department, the County Planning Director, Cathreen Richards is authorized to enter into, execute, and deliver a State of California Agreement (Standard Agreement) for the amount of \$160,000, and any and all other documents required or deemed necessary or appropriate to evidence and secure the PGP grant, the County's obligations related thereto, and all amendments thereto (collectively, the "PGP Grant Documents").

SECTION 3. The County shall be subject to the terms and conditions as specified in the Standard Agreement, the SB 2 Planning Grants Program Guidelines, and any applicable PGP guidelines published by the Department. Funds are to be used for allowable expenditures as specifically identified in the Standard Agreement. The application in full is incorporated as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the application will be enforceable through the executed Standard Agreement. The Inyo County Board of Supervisors hereby agrees to use the funds for eligible uses in the manner presented in the application as approved by the Department and in accordance with the Planning

Grants NOFA, the Planning Grants Program Guidelines, and 2019 Planning Grants Program Application.

SECTION 4. The County Planning Director, Cathreen Richards is authorized to execute the County of Inyo Planning Grants Program application, the PGP Grant Documents, and any amendments thereto, on behalf of the County as required by the Department for receipt of the PGP Grant.

PASSED AND ADOPTED the 27th day of August, 2019 by the Board of Supervisors of the County of Inyo by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rick Pucci Chairperson, Inyo County Board of Supervisors

ATTEST: Clint G. Quilter
Clerk of the Board

Assistant Clerk of the Board

SB 2 Planning Grants Program Application



**State of California
Governor Gavin Newsom**

**Alexis Podesta, Secretary
Business, Consumer Services and Housing Agency**

**Ben Metcalf, Director
Department of Housing and Community Development**

2020 West El Camino, Suite 500
Sacramento, CA 95833

Website: <http://www.hcd.ca.gov/grants-funding/active-funding/planning-grants.shtml>

Email: sb2planninggrant@hcd.ca.gov

March 28, 2019

Revised May 9, 2019

SB 2 Planning Grants Application

Planning Grants Program Application Packaging Instructions

The applicant is applying to the Department of Housing and Community Development (Department) for a grant authorized underneath the Planning Grants Program (PGP) provisions of SB 2 (Chapter 364, Statutes of 2017). The PGP program is intended for the preparation, adoption, and implementation of plans that streamline housing approvals and accelerate housing production. Please refer to the SB 2 Planning Grants Program Guidelines and Notice of Funding Availability (NOFA) for detailed information on eligible activities, applicants, and awards. If you have questions regarding this application or the PGP, email sb2planninggrant@hcd.ca.gov.

If approved for funding, this grant application will be a part of your Standard Agreement with the Department. In order to be considered for funding, all sections of this application, including attachments and exhibits if required, must be complete and accurate.

Pursuant to Section X of the NOFA, all applicants must submit a complete, signed, original application package and an electronic copy on CD or USB flash drive containing the following documentation, in the order listed below, to the Department by the specified due date in the Notice of Funding Availability (NOFA) in order to be considered for award:

- 1) A complete, signed, original application (the Department will only accept this **fillable pdf** as the application) with the following attachments:
 - a. **Attachment 1: State and Other Planning Priorities** (All applicants must submit this form to self-certify compliance)
 - b. **Attachment 2: Nexus to Accelerating Housing Production - NOTE:** if the applicant is proposing only Priority Policy Areas (PPA), as defined in section VIII, subsection (3) of the NOFA, do not fill out Attachment 2. However, if the applicant is proposing to fund PPAs AND other activities that are not considered PPAs, the application must demonstrate how these other activities have a nexus to accelerating housing production by filling out Attachment 2 of this application.
- 2) A fully executed resolution authorizing application for, and receipt of, PGP funds (see Attachment 3: Sample Resolution).
- 3) A fully executed Government Agency Taxpayer ID Form (available as a download from the SB 2 Planning Grants webpage at <http://www.hcd.ca.gov/grants-funding/active-funding/planning-grants.shtml>).
- 4) If the applicant is partnering with another local government or other entity pursuant to Article II, Section 200 of the SB 2 Planning Grant Program Guidelines (the "Guidelines"), include a copy of the legally binding agreement.

NOTE: All local governments must submit a separate, signed application package, notwithstanding whether it will partner with another form of government or entity. Only one application per locality will be accepted by the Department. Joint applications are not allowed.

SB 2 Planning Grants Application

A. Applicant Information

Pursuant to Article II, Section 200 of the Guidelines, local governments may partner through legally binding agreements with other forms of governments or entities. However, all local governments must submit separate, signed application packages that identify their respective responsibilities and deliverables, even if partnering with other entities.

Is the applicant partnering with another eligible local government entity?		
	*Yes	<i>*If Yes, the application package must include a fully executed copy of the legally binding agreement. Provide the partners' name(s) and type(s) below for reference only.</i>
	No	

Complete the following Applicant information			
Applicant's Name			
Applicant's Agency Type			
Applicant's Mailing Address			
City			
State	California	Zip Code	
County			
Website			
Authorized Representative Name			
Authorized Representative Title			
Phone		Fax	
Email			
Contact Person Name			
Contact Person Title			
Phone		Fax	
Email			
Partner(s) Name (if applicable)			
Partner Agency Type			
Partner(s) Name (if applicable)			
Partner Agency Type			
Proposed Grant Amount	\$		

B. Applicant Certification

As the official designated by the governing body, I hereby certify that if approved by HCD for funding through the Planning Grants Program (PGP), the _____ assumes the responsibilities specified in the 2019 Notice of Funding Availability and PGP guidelines, and certifies that the information, statements, and other contents contained in this application are true and correct.

Signature: _____ Name: _____

Date: _____ Title: _____

SB 2 Planning Grants Application

C. Threshold Requirements

Pursuant to Section 201(a) through (d) of the Guidelines, all applicants must meet the following threshold criteria in items 1-4 below to be eligible for an award.

1. Does the applicant have an adopted housing element found to be in substantial compliance by the Department on or before the date of the applicant's submission of their SB 2 Planning Grant application?		
	Yes	Date of HCD Review Letter:
	No	
	The Applicant requests HCD to consider housing element compliance threshold as met due to significant progress achieved in meeting housing element requirements.	

2. Has the applicant submitted to the Department the Annual Progress Report (APR) for the current or prior year on or before the date of submission of their SB 2 Planning Grant application?			
	Yes	APR	Date Submitted
		2017 CY Report	
		2018 CY Report	
	No		

3. Is the applicant utilizing one of the Priority Policy Areas listed below (as defined in section VIII, subsection (3) of the NOFA)?							
	*Yes	*If the applicant is proposing only Priority Policy Areas, <u>do not fill out Attachment 2</u> . However, if the applicant is proposing to fund PPAs AND other activities that are not considered PPAs, the application must demonstrate how these other activities have a nexus to accelerating housing production by filling out Attachment 2 of this application.					
		Rezoned to permit by-right	Objective design and development standards	Specific Plans or form based codes coupled with CEQA streamlining	Accessory Dwelling Units or other low-cost building strategies	Expedited processing	Housing related infrastructure financing and fee reduction strategies
	No	If an applicant is not proposing Priority Policy Areas, the application must include an explanation and document the plans or processes' nexus and impact on accelerating housing production based on a reasonable and verifiable methodology and must submit Attachment 2 in the Application pursuant to section VIII, subsection (3) of the NOFA.					
	The applicant is proposing PPAs and other activities not considered PPAs and is demonstrating how these activities have a nexus to accelerating housing production by submitting Attachment 2.						

4. Does the applicant demonstrate that the locality is consistent with State Planning or Other Priorities, as certified in Attachment 1?	Yes		*No	
*If No, consistency may be demonstrated through activities (not necessarily proposed for SB 2 funding) that were completed within the last five years, as certified in Attachment 1.				

5. Is a completed and signed resolution included with the application package? See Attachment 3, "Sample Resolution"	Yes		No	
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SB 2 Planning Grants Application

D. Proposed Activities Checklist (Section VI, items (1) through (17) of the NOFA)

Check all activities the locality is undertaking for their PGP efforts below. Activities must match **Section E. Project Description**, and **Section F. Timeline and Budget**.

1		updates to general plans, community plans, specific plans, local planning related to implementation of sustainable communities strategies, or local coastal plans
2		updates to zoning ordinances
3		environmental analyses that eliminate the need for project-specific review
4		local process improvements that improve and expedite local planning
5		a smaller geography with a significant impact on housing production including an overlay district, project level specific plan or development standards modifications proposed for significant areas of a locality, such as corridors, downtown or priority growth areas
6		the creation or enhancement of a housing sustainability district pursuant to AB 73 (Chapter 371, Statutes of 2017)
7		workforce housing opportunity zone pursuant to SB 540 (Chapter 369, Statutes of 2017)
8		zoning for by-right supportive housing, pursuant to Government Code section 65651 (Chapter 753, Statutes of 2018)
9		zoning incentives for housing for persons with special needs, including persons with developmental disabilities
10		rezoning to meet requirements pursuant to Government Code Section 65583.2(c) and other rezoning efforts to facilitate supply and affordability
11		rezoning for multifamily housing in high resource areas (according to Tax Credit Allocation Committee/Housing Community Development Opportunity Area Maps)
12		pre-approved architectural and site plans
13		regional housing trust fund plans
14		funding plans for SB 2 Year 2 going forward
15		infrastructure financing plans
16		environmental hazard assessments; data collection on permit tracking; feasibility studies, site analysis, or other background studies that are ancillary and part of a proposed activity with a nexus to accelerating housing production
17		Other activities demonstrating a nexus to accelerating housing production

SB 2 Planning Grants Application

E. Project Description

*Provide a description of the project and the scope of work to be performed below. Use Appendix A for additional information if necessary. **Note:** If partnering with another local government or entity, be sure to clarify the responsibilities and deliverables of your locality pursuant to such partnership.*

SB 2 Planning Grants Application

F. Project Timeline and Budget

Project Goal(s)							
Objective	Responsible Party	Est. Cost	Begin	End	Deliverable	*PPA	Notes
	Total Est. Cost \$						

*Priority Policy Area (PPA)

SB 2 Planning Grants Application

G. Legislative Information

District	#	Legislator Name
Federal Congressional District		
State Assembly District		
State Senate District		

Applicants can find their respective State Senate representatives at <https://www.senate.ca.gov/>, and their respective State Assembly representatives at <https://www.assembly.ca.gov/>.

SB 2 Planning Grants Application

Attachment 1: State and Other Planning Priorities Certification (Page 1 of 3)

Pursuant to Section 201(d) of the Guidelines, all applicants must demonstrate that the locality is consistent with State Planning or Other Planning Priorities by certifying that at least one activity was completed in 1) State Planning Priorities (i.e., Infill and Equity, Resource Protection, Efficient Development Patterns) or 2) Other Planning Priorities (i.e., Affordability, Conservation, or Climate Change). Consistency may be demonstrated through activities (not necessarily proposed for SB 2 funding) that were completed within the last five years.

Complete the following self-certification by selecting one or more of the policy areas in the following tables by inserting the date completed for each applicable action, briefly describing the action taken, and certifying.

State Planning Priorities

Date Completed	Brief Description of the Action Taken
Promote Infill and Equity	
	<i>Rehabilitating, maintaining, and improving existing infrastructure that supports infill development and appropriate reuse and redevelopment of previously developed, underutilized land that is presently served by transit, streets, water, sewer, and other essential services, particularly in underserved areas.</i>
	<i>Seek or utilize funding or support strategies to facilitate opportunities for infill development.</i>
	<i>Other (describe how this meets subarea objective)</i>
Promote Resource Protection	
	<i>Protecting, preserving, and enhancing the state's most valuable natural resources, including working landscapes such as farm, range, and forest lands; natural lands such as wetlands, watersheds, wildlife habitats, and other wildlands; recreation lands such as parks, trails, greenbelts, and other open space; and landscapes with locally unique features and areas identified by the state as deserving special protection.</i>
	<i>Actively seek a variety of funding opportunities to promote resource protection in underserved communities.</i>
	<i>Other (describe how this meets subarea objective)</i>
Encourage Efficient Development Patterns	
	<i>Ensuring that any infrastructure associated with development, other than infill development, supports new development that does the following:</i>
	<i>(1) Uses land efficiently.</i>

SB 2 Planning Grants Application

Attachment 1: State and Other Planning Priorities Certification (Page 2 of 3)

	<i>(2) Is built adjacent to existing developed areas to the extent consistent with environmental protection.</i>
	<i>(3) Is located in an area appropriately planned for growth.</i>
	<i>(4) Is served by adequate transportation and other essential utilities and services.</i>
	<i>(5) Minimizes ongoing costs to taxpayers.</i>
	<i>Other (describe how this meets subarea objective)</i>

Other Planning Priorities

Affordability and Housing Choices	
	<i>Incentives and other mechanisms beyond State Density Bonus Law to encourage housing with affordability terms.</i>
	<i>Efforts beyond state law to promote accessory dwelling units or other strategies to intensify single-family neighborhoods with more housing choices and affordability.</i>
	<i>Upzoning or other zoning modifications to promote a variety of housing choices and densities.</i>
	<i>Utilizing surplus lands to promote affordable housing choices.</i>
	<i>Efforts to address infrastructure deficiencies in disadvantaged communities pursuant to Government Code Section 65302.10.</i>
	<i>Other (describe how this meets subarea objective)</i>

SB 2 Planning Grants Application

Attachment 1: State and Other Planning Priorities Certification (Page 3 of 3)

Conservation of Existing Affordable Housing Stock	
<i>Policies, programs or ordinances to conserve stock such as an at-risk preservation ordinance, mobilehome park overlay zone, condominium conversion ordinance and acquisition and rehabilitation of market rate housing programs.</i>	
<i>Policies, programs and ordinances to protect and support tenants such as rent stabilization, anti-displacement strategies, first right of refusal policies, resources to assist tenant organization and education and "just cause" eviction policies.</i>	
<i>Other (describe how this meets subarea objective)</i>	
Climate Adaptation	
<i>Building standards, zoning and site planning requirements that address flood and fire safety, climate adaptation and hazard mitigation.</i>	
<i>Long-term planning that addresses wildfire, land use for disadvantaged communities, and flood and local hazard mitigation.</i>	
<i>Community engagement that provides information and consultation through a variety of methods such as meetings, workshops, and surveys and that focuses on vulnerable populations (e.g., seniors, people with disabilities, homeless, etc.).</i>	
<i>Other (describe how this meets subarea objective)</i>	

State and Other Planning Priorities Certification

I certify under penalty of perjury that all of the information contained in this PGP State Planning and Other Planning Priorities certification form (pages 9, 10, and 11 of this application) is true and correct.

Certifying Officials Name: _____

Certifying Official's Title: _____

Certifying Official's Signature: _____

Certification Date: _____

SB 2 Planning Grants Application

Attachment 2: Application Nexus to Accelerating Housing Production

Fill out Attachment 2 only if the applicant answered “No” to item 3 in Section C or is utilizing Policy Priority Areas AND other activities not designated as such. Applicants answering “Yes” to question 3 in Section C and utilizing ONLY Priority Policy Areas are automatically deemed to demonstrate a nexus to accelerating housing production, and do not need to complete this form.

Pursuant to section VIII, subsection (4) of the NOFA, applicants shall demonstrate how the application includes a nexus to accelerating housing production. Please complete the following chart by providing information about the current conditions and expected outcomes with respect to the planned activity and housing production. Please attach documentation as necessary and see the NOFA for additional details.

Quantify how the activity accelerates production below, and use Appendix B to explain the activity and its nexus to accelerating housing production.

Type (Select at least one)	*Baseline	**Projected	***Difference	Notes
Timing (e.g., reduced number of processing days)				
Development cost (e.g., land, fees, financing, construction costs per unit)				
Approval certainty and reduction in discretionary review (e.g., prior versus proposed standard and level of discretion)				
Entitlement streamlining (e.g., number of approvals)				
Feasibility of development				
Infrastructure capacity (e.g., number of units)				
Impact on housing supply and affordability (e.g., number of units)				

**** Baseline – Current conditions in the jurisdiction
(e.g. 6-month development application review, or existing number of units in a planning area)***

*****Projected – Expected conditions in the jurisdiction because of the planning grant actions
(e.g. 2-month development application review)***

******Difference – Potential change resulting from the planning grant actions
(e.g., 4-month acceleration in permitting, creating a more expedient development process)***

SB 2 Planning Grants Application

Attachment 3: Sample Resolution

RESOLUTION NO. 2019-XX
A RESOLUTION OF THE [CITY COUNCIL/COUNTY BOARD OF SUPERVISORS] OF
_____[CITY, COUNTY NAME]____
AUTHORIZING APPLICATION FOR, AND RECEIPT OF,
SB 2 PLANNING GRANTS PROGRAM FUNDS

WHEREAS, the State of California, Department of Housing and Community Development (Department) has issued a Notice of Funding Availability (NOFA) dated March 28, 2019, for its Planning Grants Program (PGP); and

WHEREAS, the [City Council/County Board of Supervisors] of _____ (City/County) desires to submit a project application for the PGP program to accelerate the production of housing and will submit a 2019 PGP grant application as described in the Planning Grants Program NOFA and SB 2 Planning Grants Program Guidelines released by the Department for the PGP Program; and

WHEREAS, the Department is authorized to provide up to \$123 million under the SB 2 Planning Grants Program from the Building Homes and Jobs Trust Fund for assistance to Counties (as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017 ([SB 2](#))) related to the PGP Program.

NOW, THEREFORE, THE [CITY COUNCIL/COUNTY BOARD OF SUPERVISORS] OF _____
RESOLVES AS FOLLOWS:

SECTION 1. The [City Council/County Board of Supervisors] is hereby authorized and directed to apply for and submit to the Department the 2019 Planning Grants Program application released March 28, 2019 in the amount of \$_____.

SECTION 2. In connection with the PGP grant, if the application is approved by the Department, the [insert designee title, e.g. City Manager, Executive Office, etc] is authorized to enter into, execute, and deliver a State of California Agreement (Standard Agreement) for the amount of \$_____, and any and all other documents required or deemed necessary or appropriate to evidence and secure the PGP grant, the [City/County's] obligations related thereto, and all amendments thereto (collectively, the "PGP Grant Documents").

SECTION 3. The [City/County] shall be subject to the terms and conditions as specified in the Standard Agreement, the SB 2 Planning Grants Program Guidelines, and any applicable PGP guidelines published by the Department. Funds are to be used for allowable expenditures as specifically identified in the Standard Agreement. The application in full is incorporated as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the application will be enforceable through the executed Standard Agreement. The [City Council/County Board of Supervisors] hereby agrees to use the funds for eligible uses in the manner presented in the application as approved by the Department and in accordance with the Planning Grants NOFA, the Planning Grants Program Guidelines, and 2019 Planning Grants Program Application.

SECTION 4. The [insert the title of City Council/County Board of Supervisors Executive or designee] is authorized to execute the [City/County] of _____ Planning Grants Program application, the PGP Grant Documents, and any amendments thereto, on behalf of the [City/County] as required by the Department for receipt of the PGP Grant.

ADOPTED _____, 2019, by the [City/County] Board of Supervisors of the County of _____
by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

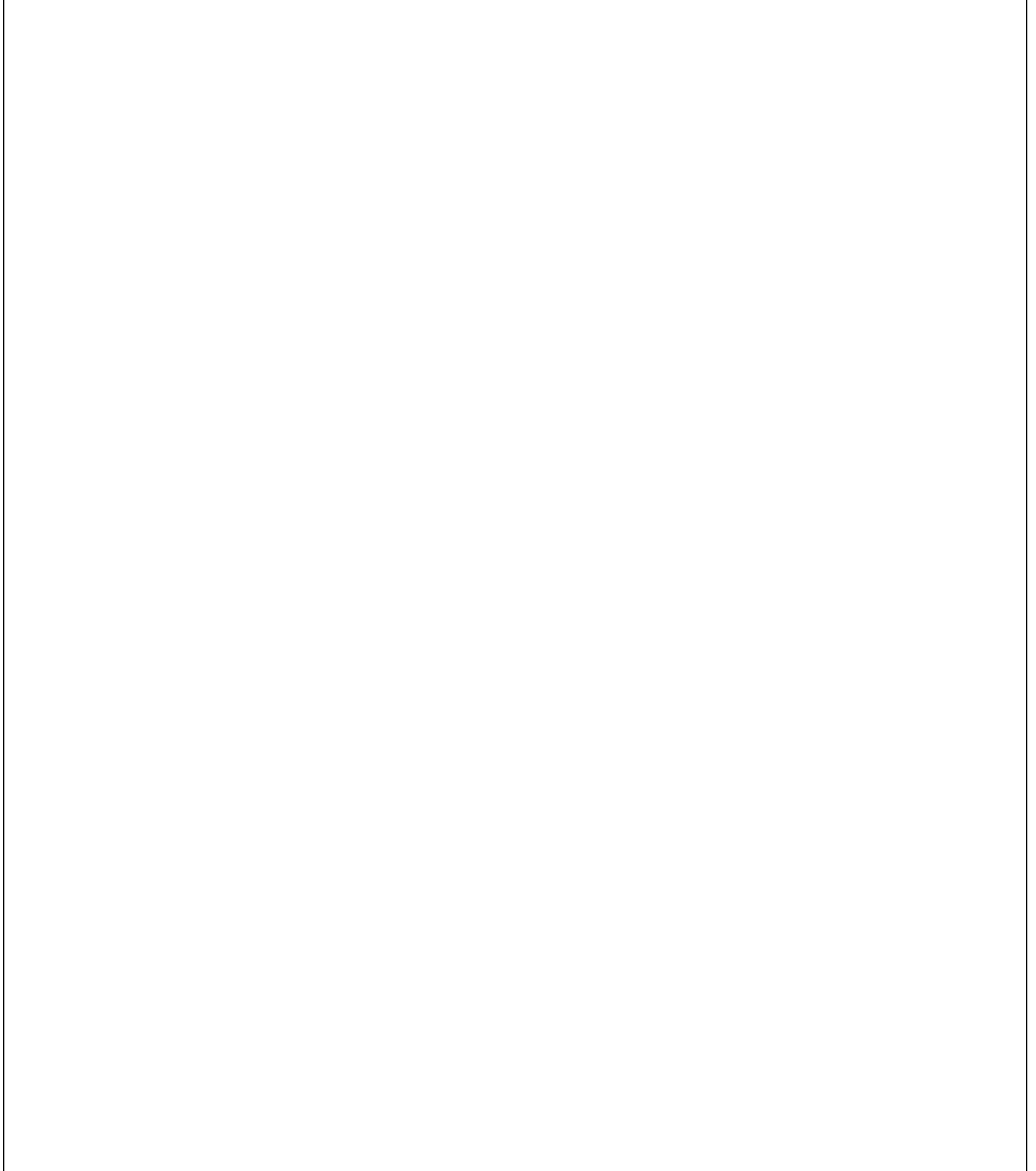
County Executive
ATTEST: APPROVED AS TO FORM:

County Clerk County Attorney

SB 2 Planning Grants Application

Appendix A

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SB 2 Planning Grants Application

Appendix B

Use this area for additional information if necessary.

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County of Inyo



Health & Human Services

DEPARTMENTAL - ACTION REQUIRED

MEETING: August 27, 2019

FROM:

RE: Approval and Ratification of Fiscal Year 2019-2020 Tobacco Control Program Allocation Agreement

RECOMMENDED ACTION:

Request Board ratify and approve the Allocation Agreement between the County of Inyo and California Department of Public Health for the provision of the local Tobacco Control Program, in an amount not to exceed \$328,065 for the period of July 1, 2019, through June 30, 2020, and authorize the HHS Director to sign Allocation Agreement No. CTCP-17-14 and Prospective Payment Invoices.

SUMMARY/JUSTIFICATION:

The 2019-20 fiscal year represents year three of a 4-year contract between the California Tobacco Control Program (CTCP) and the County of Inyo, covering July 1, 2017- June 30, 2021. The comprehensive 4-year plan for 2017-2021 incorporates additional tobacco tax funding, bringing the total allocation to \$369,105.00 for FY 2017-18, \$302,415.00 for FY 2018-19, \$328,065.00 for FY 2019-20 and \$300,000 for FY 2020-21.

The Scope of Work objectives under this contract include activities to support adult and youth coalitions, a retail objective that focuses on limiting tobacco promoting influences and includes a required legislated policy (for example, establishing a minimum package or volume size for tobacco products), and a second policy objective focused on reducing exposure to secondhand smoke (for example, a policy that restricts smoking in entryways). The Scope of Work for Inyo also includes an optional cessation objective that will allow us to promote cessation materials and provide training and coordination with partner agencies.

The funds the County will receive will not be used to supplant existing funding and will be spent according to the budget approved by the California Department of Public Health. The signed "Acceptance of Allocation Agreement" serves as acceptance of the allocation for FY 2019-2020 and acknowledges the conditions attached to the funds. The Comprehensive Tobacco Control Plan for FY 2017-2021 and the allocation agreement will end on June 30, 2021. Any remaining balances must be returned to the CDPH Cigarette and Tobacco Surtax Fund.

BACKGROUND/HISTORY OF BOARD ACTIONS:

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Your Board could choose to not ratify and approve this agreement, which would disallow Inyo County from

accepting the funds for FY 19/20 and would make Inyo County noncompliant with Tobacco Control program requirements. If Inyo County is deemed noncompliant by CDPH, the State will fund another agency to administer the mandated Tobacco Control program in Inyo County.

OTHER AGENCY INVOLVEMENT:

Inyo County Superintendent of Schools and individual school districts, Inyo County Wellness Center, Toiyabe Indian Health Project, Owens Valley Career Development Center, Bishop Union High School, and Mono County Public Health.

FINANCING:

State and Federal funding for the local Tobacco Control Education Program is \$328,065. Funds are brought into individual trust accounts as required by CDPH (505117 & 1505118) and later transferred into the Tobacco (640317) budget in State Grants (4498) as reported on the reimbursement requests submitted to the State. No County General Funds

ATTACHMENTS:

1. Acceptance of Allocation Agreement

**ACCEPTANCE OF ALLOCATION AGREEMENT
for
FISCAL YEAR 2019-2020**

County of Inyo

Agreement Number: CTCP-17-14

Agreement Amount: \$328,065.00

Proposition 56: \$178,065.00

Proposition 99: \$150,000.00

FUNDING PERIOD: July 1, 2019 through June 30, 2020

I certify this Tobacco Control Program will comply with all applicable policies, procedures, and legal requirements as described in the Comprehensive Tobacco Control Plan Guidelines including: the Allocation Agreement Terms; Local Lead Agency Administrative and Policy Manual; and, any statutes, program letters, and other conditions stipulated by the California Tobacco Control Program.

Authorized Signature

Date

Printed Name and Title

**California Tobacco Control Program
Local Lead Agency Allocation Table
for Proposition 99 and Proposition 56 Funds
FY 2017/18 - FY 2020/21**

Appendix 1

FY 17/18

LLA	Agreement	FY 17/18 Prop 99 @ Budget Act Jul-17	FY 17/18 Prop 99 Adjustment @ Jan 2018 GB	FY 17/18 Total Prop 99 @Jan 2018 GB	FY 17/18 Prop 56 @ BA & GB	FY 17/18 TOTAL Prop 99+56 @ BA & GB
Alameda	CTCP-17-01	\$150,000		\$150,000	\$1,886,917	\$2,036,917
Berkeley	CTCP-17-01A	\$150,000		\$150,000	\$175,190	\$325,190
Alpine	CTCP-17-02	\$150,000		\$150,000	\$219,105	\$369,105
Amador	CTCP-17-03	\$150,000		\$150,000	\$219,105	\$369,105
Butte	CTCP-17-04	\$150,000		\$150,000	\$319,042	\$469,042
Calaveras	CTCP-17-05	\$150,000		\$150,000	\$219,105	\$369,105
Colusa	CTCP-17-06	\$150,000		\$150,000	\$219,105	\$369,105
Contra Costa	CTCP-17-07	\$150,000		\$150,000	\$784,024	\$934,024
Del Norte	CTCP-17-08	\$150,000		\$150,000	\$219,105	\$369,105
El Dorado	CTCP-17-09	\$150,000		\$150,000	\$224,068	\$374,068
Fresno	CTCP-17-10	\$150,000		\$150,000	\$1,167,644	\$1,317,644
Glenn	CTCP-17-11	\$150,000		\$150,000	\$219,105	\$369,105
Humboldt	CTCP-17-12	\$150,000		\$150,000	\$219,105	\$369,105
Imperial	CTCP-17-13	\$150,000		\$150,000	\$219,105	\$369,105
Inyo	CTCP-17-14	\$150,000		\$150,000	\$219,105	\$369,105
Kern	CTCP-17-15	\$150,000		\$150,000	\$742,762	\$892,762
Kings	CTCP-17-16	\$150,000		\$150,000	\$219,105	\$369,105
Lake	CTCP-17-17	\$150,000		\$150,000	\$160,000	\$300,000
Lassen	CTCP-17-18	\$150,000		\$150,000	\$219,105	\$369,105
Los Angeles	CTCP-17-19	\$1,637,246	(\$492,702)	\$1,144,544	\$17,831,129	\$18,975,673
Pasadena	CTCP-17-19B	\$150,000		\$150,000	\$291,083	\$441,083
Long Beach	CTCP-17-19A	\$150,000		\$150,000	\$924,331	\$1,074,331
Madera	CTCP-17-20	\$150,000		\$150,000	\$219,105	\$369,105
Marin	CTCP-17-21	\$150,000		\$150,000	\$418,708	\$568,708
Mariposa	CTCP-17-22	\$150,000		\$150,000	\$219,105	\$369,105
Mendocino	CTCP-17-23	\$150,000		\$150,000	\$150,000	\$300,000
Merced (CHC)	17-10006	\$150,000		\$150,000	\$314,966	\$464,966
Modoc	CTCP-17-25	\$150,000		\$150,000	\$219,105	\$369,105
Mono	CTCP-17-26	\$150,000		\$150,000	\$219,105	\$369,105
Monterey	CTCP-17-27	\$150,000		\$150,000	\$662,496	\$712,496
Napa	CTCP-17-28	\$150,000		\$150,000	\$219,105	\$369,105
Nevada	CTCP-17-29	\$150,000		\$150,000	\$219,105	\$369,105
Orange	CTCP-17-30	\$227,230	(\$77,230)	\$150,000	\$2,234,068	\$2,384,068
Placer	CTCP-17-31	\$150,000		\$150,000	\$160,744	\$310,744
Plumas	CTCP-17-32	\$150,000		\$150,000	\$219,105	\$369,105
Riverside	CTCP-17-33	\$150,000		\$150,000	\$1,383,869	\$1,533,869
Sacramento	CTCP-17-34	\$150,000		\$150,000	\$1,431,435	\$1,581,435
San Benito	CTCP-17-35	\$150,000		\$150,000	\$219,105	\$369,105
San Bernardino (CHC)	17-10038 / 18-10380	\$150,000		\$150,000	\$1,851,007	\$1,801,007
San Diego	CTCP-17-37	\$265,214	(\$67,453)	\$197,761	\$2,607,516	\$2,805,276
San Francisco	CTCP-17-38	\$238,357	(\$60,622)	\$177,735	\$2,343,463	\$2,521,198
San Joaquin	CTCP-17-39	\$150,000		\$150,000	\$757,110	\$907,110
San Luis Obispo	CTCP-17-40	\$150,000		\$150,000	\$352,011	\$502,011
San Mateo	CTCP-17-41	\$150,000		\$150,000	\$634,019	\$784,019
Santa Barbara	CTCP-17-42	\$150,000		\$150,000	\$344,271	\$494,271
Santa Clara	CTCP-17-43	\$231,953	(\$58,993)	\$172,960	\$2,280,505	\$2,453,465
Santa Cruz	CTCP-17-44	\$150,000		\$150,000	\$335,184	\$485,184
Shasta	CTCP-17-45	\$150,000		\$150,000	\$258,374	\$408,374
Sierra	CTCP-17-46	\$150,000		\$150,000	\$219,105	\$369,105
Siskiyou	CTCP-17-47	\$150,000		\$150,000	\$219,105	\$369,105
Solano	CTCP-17-48	\$150,000		\$150,000	\$579,764	\$729,764
Sonoma	CTCP-17-49	\$150,000		\$150,000	\$670,943	\$820,943
Stanislaus	CTCP-17-50	\$150,000		\$150,000	\$656,234	\$706,234
Sutter	CTCP-17-51	\$150,000		\$150,000	\$219,105	\$369,105
Tehama	CTCP-17-52	\$150,000		\$150,000	\$219,105	\$369,105
Trinity	CTCP-17-53	\$150,000		\$150,000	\$219,105	\$369,105
Tulare	CTCP-17-54	\$150,000		\$150,000	\$598,627	\$748,627
Tuolumne	CTCP-17-55	\$150,000		\$150,000	\$219,105	\$369,105
Ventura	CTCP-17-56	\$150,000		\$150,000	\$672,716	\$822,716
Yolo	CTCP-17-57	\$150,000		\$150,000	\$281,051	\$431,051
Yuba	CTCP-17-58	\$150,000		\$150,000	\$219,105	\$369,105
		\$11,000,000	(\$757,000)	\$10,243,000	\$51,762,000	\$61,995,000

**California Tobacco Control Program
Local Lead Agency Allocation Table
for Proposition 99 and Proposition 56 Funds
FY 2017/18 - FY 2020/21**

Appendix 1

FY 18/19

LLA	Agreement	FY 18/19 Prop 99 (Estimate)	FY 18/19 Prop 99 Adjustment @ Budget Act	FY 18/19 Total Prop 99 @ Budget Act Jul-18	FY 18/19 Prop 56 (Estimate)	FY 18/19 Prop 56 Adjusment @ Budget Act	FY 18/19 Total Prop 56 @ Budget Act Jul-18	FY 18/19 TOTAL Prop 99+56 @ Budget Act
Alameda	CTCP-17-01	\$150,000	\$0	\$150,000	\$1,429,105	(\$150,815)	\$1,278,290	\$1,428,290
Berkeley	CTCP-17-01A	\$150,000	\$0	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Alpine	CTCP-17-02	\$150,000	\$0	\$150,000	\$168,270	(\$15,855)	\$152,415	\$302,415
Amador	CTCP-17-03	\$150,000	\$0	\$150,000	\$168,270	(\$15,855)	\$152,415	\$302,415
Butte	CTCP-17-04	\$150,000	\$0	\$150,000	\$245,020	(\$23,086)	\$221,934	\$371,934
Calaveras	CTCP-17-05	\$150,000	\$0	\$150,000	\$168,270	(\$15,855)	\$152,415	\$302,415
Colusa	CTCP-17-06	\$150,000	\$0	\$150,000	\$168,270	(\$15,855)	\$152,415	\$302,415
Contra Costa	CTCP-17-07	\$150,000	\$0	\$150,000	\$600,384	(\$57,340)	\$543,044	\$693,044
Del Norte	CTCP-17-08	\$150,000	\$0	\$150,000	\$168,270	(\$15,855)	\$152,415	\$302,415
El Dorado	CTCP-17-09	\$150,000	\$0	\$150,000	\$172,082	(\$16,214)	\$155,868	\$305,868
Fresno	CTCP-17-10	\$150,000	\$0	\$150,000	\$894,150	(\$85,397)	\$808,753	\$958,753
Glenn	CTCP-17-11	\$150,000	\$0	\$150,000	\$168,270	(\$15,855)	\$152,415	\$302,415
Humboldt	CTCP-17-12	\$150,000	\$0	\$150,000	\$168,270	(\$15,855)	\$152,415	\$302,415
Imperial	CTCP-17-13	\$150,000	\$0	\$150,000	\$168,270	(\$15,855)	\$152,415	\$302,415
Inyo	CTCP-17-14	\$150,000	\$0	\$150,000	\$168,270	(\$15,855)	\$152,415	\$302,415
Kern	CTCP-17-15	\$150,000	\$0	\$150,000	\$568,787	(\$54,323)	\$514,464	\$664,464
Kings	CTCP-17-16	\$150,000	\$0	\$150,000	\$168,270	(\$15,855)	\$152,415	\$302,415
Lake	CTCP-17-17	\$150,000	\$0	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Lassen	CTCP-17-18	\$150,000	\$0	\$150,000	\$168,270	(\$15,855)	\$152,415	\$302,415
Los Angeles	CTCP-17-19	\$1,343,320	(\$1,193,320)	\$150,000	\$13,654,591	(\$1,304,106)	\$12,350,485	\$12,500,485
Pasadena	CTCP-17-19B	\$150,000	\$0	\$150,000	\$222,903	(\$21,289)	\$201,614	\$351,614
Long Beach	CTCP-17-19A	\$150,000	\$0	\$150,000	\$707,827	(\$67,602)	\$640,225	\$790,225
Madera	CTCP-17-20	\$150,000	\$0	\$150,000	\$168,270	(\$15,855)	\$152,415	\$302,415
Marin	CTCP-17-21	\$150,000	\$0	\$150,000	\$321,563	(\$30,299)	\$291,264	\$441,264
Mariposa	CTCP-17-22	\$150,000	\$0	\$150,000	\$168,270	(\$15,855)	\$152,415	\$302,415
Mendocino	CTCP-17-23	\$150,000	\$0	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Merced (CHC)	17-10006	\$150,000	\$0	\$150,000	\$241,192	(\$23,035)	\$218,157	\$368,157
Modoc	CTCP-17-25	\$150,000	\$0	\$150,000	\$168,270	(\$15,855)	\$152,415	\$302,415
Mono	CTCP-17-26	\$150,000	\$0	\$150,000	\$168,270	(\$15,855)	\$152,415	\$302,415
Monterey	CTCP-17-27	\$150,000	\$0	\$150,000	\$430,744	(\$41,139)	\$389,605	\$539,605
Napa	CTCP-17-28	\$150,000	\$0	\$150,000	\$168,270	(\$15,855)	\$152,415	\$302,415
Nevada	CTCP-17-29	\$150,000	\$0	\$150,000	\$168,270	(\$15,855)	\$152,415	\$302,415
Orange	CTCP-17-30	\$192,754	(\$42,754)	\$150,000	\$1,710,789	(\$163,392)	\$1,547,397	\$1,697,397
Placer	CTCP-17-31	\$150,000	\$0	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Plumas	CTCP-17-32	\$150,000	\$0	\$150,000	\$168,270	(\$15,855)	\$152,415	\$302,415
Riverside	CTCP-17-33	\$150,000	\$0	\$150,000	\$1,059,729	(\$101,211)	\$958,518	\$1,108,518
Sacramento	CTCP-17-34	\$150,000	\$0	\$150,000	\$1,096,154	(\$104,690)	\$991,464	\$1,141,464
San Benito	CTCP-17-35	\$150,000	\$0	\$150,000	\$168,270	(\$15,855)	\$152,415	\$302,415
San Bernardino (CHC)	17-10038 / 18-10380	\$150,000	\$0	\$150,000	\$1,264,295	(\$120,749)	\$1,143,547	\$1,293,547
San Diego	CTCP-17-37	\$224,974	(\$74,974)	\$150,000	\$1,996,764	(\$190,705)	\$1,806,059	\$1,956,059
San Francisco	CTCP-17-38	\$202,192	(\$52,192)	\$150,000	\$1,794,560	(\$171,392)	\$1,623,168	\$1,773,168
San Joaquin	CTCP-17-39	\$150,000	\$0	\$150,000	\$579,774	(\$55,372)	\$524,402	\$674,402
San Luis Obispo	CTCP-17-40	\$150,000	\$0	\$150,000	\$269,560	(\$25,745)	\$243,815	\$393,815
San Mateo	CTCP-17-41	\$150,000	\$0	\$150,000	\$485,515	(\$46,370)	\$439,145	\$589,145
Santa Barbara	CTCP-17-42	\$150,000	\$0	\$150,000	\$263,634	(\$25,179)	\$238,455	\$388,455
Santa Clara	CTCP-17-43	\$196,760	(\$46,760)	\$150,000	\$1,746,348	(\$166,788)	\$1,579,560	\$1,729,560
Santa Cruz	CTCP-17-44	\$150,000	\$0	\$150,000	\$256,675	(\$24,514)	\$232,161	\$382,161
Shasta	CTCP-17-45	\$150,000	\$0	\$150,000	\$198,428	(\$18,696)	\$179,732	\$329,732
Sierra	CTCP-17-46	\$150,000	\$0	\$150,000	\$168,270	(\$15,855)	\$152,415	\$302,415
Siskiyou	CTCP-17-47	\$150,000	\$0	\$150,000	\$168,270	(\$15,855)	\$152,415	\$302,415
Solano	CTCP-17-48	\$150,000	\$0	\$150,000	\$445,251	(\$41,953)	\$403,298	\$553,298
Sonoma	CTCP-17-49	\$150,000	\$0	\$150,000	\$515,276	(\$48,551)	\$466,725	\$616,725
Stanislaus	CTCP-17-50	\$150,000	\$0	\$150,000	\$425,949	(\$40,681)	\$385,268	\$535,268
Sutter	CTCP-17-51	\$150,000	\$0	\$150,000	\$168,270	(\$15,855)	\$152,415	\$302,415
Tehama	CTCP-17-52	\$150,000	\$0	\$150,000	\$168,270	(\$15,855)	\$152,415	\$302,415
Trinity	CTCP-17-53	\$150,000	\$0	\$150,000	\$168,270	(\$15,855)	\$152,415	\$302,415
Tulare	CTCP-17-54	\$150,000	\$0	\$150,000	\$458,412	(\$43,781)	\$414,631	\$564,631
Tuolumne	CTCP-17-55	\$150,000	\$0	\$150,000	\$168,270	(\$15,855)	\$152,415	\$302,415
Ventura	CTCP-17-56	\$150,000	\$0	\$150,000	\$515,148	(\$49,200)	\$465,948	\$615,948
Yolo	CTCP-17-57	\$150,000	\$0	\$150,000	\$199,906	(\$19,082)	\$180,814	\$330,814
Yuba	CTCP-17-58	\$150,000	\$0	\$150,000	\$168,270	(\$15,855)	\$152,415	\$302,415
		\$10,560,000	(\$1,410,000)	\$9,150,000	\$39,746,536	(\$3,744,936)	\$36,001,600	\$45,150,600

**California Tobacco Control Program
Local Lead Agency Allocation Table
for Proposition 99 and Proposition 56 Funds
FY 2017/18 - FY 2020/21**

Appendix 1

REVISED FY 19/20

LLA	Agreement	FY 19/20 Prop 99 Revised Estimate	FY 19/20 Prop 99 Adjustment @ Budget Act	FY 19/20 Total Prop 99 @ Budget Act Jul-19	FY 19/20 Prop 56 Revised Estimate	FY 19/20 Prop 56 Adjustment @ Budget Act	FY 19/20 Total Prop 56 @ Budget Act Jul-19	FY 19/20 TOTAL Prop 99+56 Estimate
Alameda	CTCP-17-01	\$150,000	\$0	\$150,000	\$1,215,700	\$306,457	\$1,522,157	\$1,672,157
Berkeley	CTCP-17-01A	\$150,000	\$0	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Alpine	CTCP-17-02	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Amador	CTCP-17-03	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Butte	CTCP-17-04	\$150,000	\$0	\$150,000	\$213,066	\$46,217	\$259,283	\$409,283
Calaveras	CTCP-17-05	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Colusa	CTCP-17-06	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Contra Costa	CTCP-17-07	\$150,000	\$0	\$150,000	\$619,248	\$116,517	\$635,763	\$785,763
Del Norte	CTCP-17-08	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
El Dorado	CTCP-17-09	\$150,000	\$0	\$150,000	\$150,000	\$32,099	\$182,099	\$332,099
Fresno	CTCP-17-10	\$150,000	\$0	\$150,000	\$773,312	\$173,528	\$946,840	\$1,096,840
Glenn	CTCP-17-11	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Humboldt	CTCP-17-12	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Imperial	CTCP-17-13	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Inyo	CTCP-17-14	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Kern	CTCP-17-15	\$150,000	\$0	\$150,000	\$491,919	\$110,385	\$602,304	\$752,304
Kings	CTCP-17-16	\$150,000	\$0	\$150,000	\$160,000	\$28,065	\$178,065	\$328,065
Lake	CTCP-17-17	\$150,000	\$0	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Lassen	CTCP-17-18	\$150,000	\$0	\$150,000	\$160,000	\$28,065	\$178,065	\$328,065
Los Angeles	CTCP-17-19	\$150,000	\$0	\$150,000	\$11,809,266	\$2,649,943	\$14,459,208	\$14,609,208
Pasadena	CTCP-17-19B	\$150,000	\$0	\$150,000	\$192,779	\$43,269	\$236,038	\$386,038
Long Beach	CTCP-17-19A	\$150,000	\$0	\$150,000	\$612,169	\$137,368	\$749,537	\$899,537
Madera	CTCP-17-20	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Marin	CTCP-17-21	\$150,000	\$0	\$150,000	\$279,828	\$60,655	\$340,281	\$490,281
Mariposa	CTCP-17-22	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Mendocino	CTCP-17-23	\$150,000	\$0	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Merced (CHC)	17-10006	\$150,000	\$0	\$150,000	\$208,897	\$46,808	\$255,405	\$405,405
Modoc	CTCP-17-25	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Mono	CTCP-17-26	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Monterey	CTCP-17-27	\$150,000	\$0	\$150,000	\$372,532	\$83,594	\$456,126	\$606,126
Napa	CTCP-17-28	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Nevada	CTCP-17-29	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Orange	CTCP-17-30	\$150,000	\$0	\$150,000	\$1,479,587	\$332,013	\$1,811,600	\$1,961,600
Placer	CTCP-17-31	\$150,000	\$0	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Plumas	CTCP-17-32	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Riverside	CTCP-17-33	\$150,000	\$0	\$150,000	\$916,514	\$205,661	\$1,122,176	\$1,272,176
Sacramento	CTCP-17-34	\$150,000	\$0	\$150,000	\$948,016	\$212,731	\$1,160,747	\$1,310,747
San Benito	CTCP-17-35	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
San Bernardino (CHC)	17-10038 / 18-10380	\$150,000	\$0	\$150,000	\$1,093,435	\$245,362	\$1,338,797	\$1,488,797
San Diego	CTCP-17-37	\$150,000	\$0	\$150,000	\$1,726,914	\$387,512	\$2,114,426	\$2,264,426
San Francisco	CTCP-17-38	\$150,000	\$0	\$150,000	\$1,552,037	\$348,271	\$1,900,308	\$2,050,308
San Joaquin	CTCP-17-39	\$150,000	\$0	\$150,000	\$501,422	\$112,517	\$613,939	\$763,939
San Luis Obispo	CTCP-17-40	\$150,000	\$0	\$150,000	\$233,131	\$52,314	\$285,445	\$435,445
San Mateo	CTCP-17-41	\$150,000	\$0	\$150,000	\$419,901	\$94,224	\$514,125	\$664,125
Santa Barbara	CTCP-17-42	\$150,000	\$0	\$150,000	\$228,005	\$51,164	\$279,169	\$429,169
Santa Clara	CTCP-17-43	\$150,000	\$0	\$150,000	\$1,510,341	\$339,914	\$1,849,255	\$1,999,255
Santa Cruz	CTCP-17-44	\$150,000	\$0	\$150,000	\$221,987	\$49,813	\$271,800	\$421,800
Shasta	CTCP-17-45	\$150,000	\$0	\$150,000	\$172,650	\$37,429	\$209,979	\$359,979
Sierra	CTCP-17-46	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Siskiyou	CTCP-17-47	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Solano	CTCP-17-48	\$150,000	\$0	\$150,000	\$387,184	\$83,985	\$471,169	\$621,169
Sonoma	CTCP-17-49	\$150,000	\$0	\$150,000	\$448,076	\$97,195	\$545,271	\$695,271
Stanislaus	CTCP-17-50	\$150,000	\$0	\$150,000	\$368,388	\$82,884	\$451,049	\$601,049
Sutter	CTCP-17-51	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Tehama	CTCP-17-52	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Trinity	CTCP-17-53	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Tulare	CTCP-17-54	\$150,000	\$0	\$150,000	\$396,461	\$68,964	\$465,425	\$635,425
Tuolumne	CTCP-17-55	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Ventura	CTCP-17-56	\$150,000	\$0	\$150,000	\$448,529	\$99,975	\$548,504	\$698,504
Yolo	CTCP-17-57	\$150,000	\$0	\$150,000	\$172,890	\$39,796	\$211,686	\$361,686
Yuba	CTCP-17-58	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
		\$9,150,000	\$0	\$9,150,000	\$34,580,576	\$7,498,024	\$42,056,600	\$51,206,600



SUSAN FANELLI
Acting Director

State of California—Health and Human Services Agency
California Department of Public Health



GAVIN NEWSOM
Governor

July 30, 2019

TO: LOCAL LEAD AGENCY (LLA) PROJECT DIRECTORS TOBACCO CONTROL EDUCATION PROGRAMS
FROM: CONTRACTS AND BUSINESS OPERATIONS SECTION CALIFORNIA TOBACCO CONTROL PROGRAM (CTCP)
SUBJECT: PROGRAM LETTER 19-02
PROPOSITION (PROP) 99 AND PROP 56 PROSPECTIVE PAYMENT INVOICES (PPI) FOR FIRST AND SECOND QUARTERS
FUNDING PERIOD: JULY 1, 2019 THROUGH JUNE 30, 2020

Purpose: Release the:
1. First quarter PPI (07/01/19 to 09/30/19) – Prop 99
2. First quarter PPI (07/01/19 to 09/30/19) – Prop 56
3. Second quarter PPI (10/01/19 to 12/31/19) – Prop 99
4. Second quarter PPI (10/01/19 to 12/31/19) – Prop 56

Effective Date: Immediately

Inclusions:
1. PPI-F19-Q1-P99 for Prospective Payment Period: 07/01/19 to 09/30/19 – Prop 99
2. PPI-F19-Q1-P56 for Prospective Payment Period: 07/01/19 to 09/30/19 – Prop 56
3. PPI-F19-Q2-P99 for Prospective Payment Period: 10/01/19 to 12/31/19 – Prop 99
4. PPI-F19-Q2-P56 for Prospective Payment Period: 10/01/19 to 12/31/19 – Prop 56
5. Page 3 of 5 of the revised APPENDIX 1, California Tobacco Control Program, Local Lead Agency Allocation Table for Proposition 99 and Proposition 56 Funds, FY2017/18 – FY 2020/21 (Dated 7/17/2019) released in CTCP Program Letter 19-01.

Required Action: Ensure the PPIs are: (1) printed; (2) signed (by an authorized representative); and (3) dated. Return the PPIs, with original signatures, to your assigned CTCP Procurement Manager (PM), at the following address:

USPS Mailing Address:
Attention: "Name of assigned CTCP PM"
California Department of Public Health
CHC/California Tobacco Control Program
MS 7206
P. O. Box 997377
Sacramento, CA 95899-7377



**Additional
Information:**

The attached LLA Allocation Table for FY 19/20 reflects the Prop 99 and Prop 56 adjustments identified in the FY 19/20 Budget Act, signed on June 27, 2019. CTCP will provide LLAs with the dates for the "open revision" period approximately one-month prior to accepting requests that: have merit; conform to required business rules; and meet required due dates.

CTCP may delay processing your PPIs for any of the following reasons: (1) allocation agreement is not signed/returned; (2) significant concerns about your comprehensive tobacco control plan for 2017-2021 (Phase II); (3) disapproved progress and/or cost reports; (4) unmet deliverables; and/or (5) unspent funds.

As a reminder:

- Funding is contingent upon available revenues and appropriations by the Legislature, State Budget, and any subsequent revisions.
- Per the 2017-2021 Local Lead Agency Allocation Agreement Terms and Conditions, Exhibit B, paragraph 7.A., Trust Account and Expenditure Provisions; the annual allocation to the LLA shall be deposited into separate Prop 99 and Prop 56 interest-bearing, insured trust accounts.

**Contact Person
For Further
Information:**

Your assigned CTCP PM.

**California Tobacco Control Program
Local Lead Agency Allocation Table
for Proposition 99 and Proposition 56 Funds
FY 2017/18 - FY 2020/21**

Appendix 1

REVISED FY 19/20

LLA	Agreement	FY 19/20 Prop 99 Revised Estimate	FY 19/20 Prop 99 Adjustment @ Budget Act	FY 19/20 Total Prop 99 @ Budget Act Jul-19	FY 19/20 Prop 56 Revised Estimate	FY 19/20 Prop 56 Adjustment @ Budget Act	FY 19/20 Total Prop 56 @ Budget Act Jul-19	FY 19/20 TOTAL Prop 99+56 Estimate
Alameda	CTCP-17-01	\$150,000	\$0	\$150,000	\$1,215,700	\$306,457	\$1,522,157	\$1,672,157
Berkeley	CTCP-17-01A	\$150,000	\$0	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Alpine	CTCP-17-02	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Amador	CTCP-17-03	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Butte	CTCP-17-04	\$150,000	\$0	\$150,000	\$213,068	\$46,217	\$269,283	\$409,283
Calaveras	CTCP-17-05	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Colusa	CTCP-17-06	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Contra Costa	CTCP-17-07	\$150,000	\$0	\$150,000	\$519,246	\$116,517	\$635,763	\$785,763
Del Norte	CTCP-17-08	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
El Dorado	CTCP-17-09	\$150,000	\$0	\$150,000	\$150,000	\$32,099	\$182,099	\$332,099
Fresno	CTCP-17-10	\$150,000	\$0	\$150,000	\$773,312	\$173,528	\$946,840	\$1,096,840
Glenn	CTCP-17-11	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Humboldt	CTCP-17-12	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Imperial	CTCP-17-13	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Inyo	CTCP-17-14	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Kern	CTCP-17-15	\$150,000	\$0	\$150,000	\$491,919	\$110,385	\$602,304	\$752,304
Kings	CTCP-17-16	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Lake	CTCP-17-17	\$150,000	\$0	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Lassen	CTCP-17-18	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Los Angeles	CTCP-17-19	\$150,000	\$0	\$150,000	\$11,809,265	\$2,649,943	\$14,459,208	\$14,609,208
Pasadena	CTCP-17-19B	\$150,000	\$0	\$150,000	\$192,779	\$43,259	\$236,038	\$386,038
Long Beach	CTCP-17-19A	\$150,000	\$0	\$150,000	\$612,169	\$137,368	\$749,537	\$899,537
Madera	CTCP-17-20	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Marin	CTCP-17-21	\$150,000	\$0	\$150,000	\$279,626	\$60,656	\$340,281	\$490,281
Mariposa	CTCP-17-22	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Mendocino	CTCP-17-23	\$150,000	\$0	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Merced (CHC)	17-10006	\$150,000	\$0	\$150,000	\$208,597	\$46,808	\$255,405	\$405,405
Modoc	CTCP-17-25	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Mono	CTCP-17-26	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Monterey	CTCP-17-27	\$150,000	\$0	\$150,000	\$372,532	\$63,594	\$436,126	\$586,126
Napa	CTCP-17-28	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Nevada	CTCP-17-29	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Orange	CTCP-17-30	\$150,000	\$0	\$150,000	\$1,479,587	\$332,013	\$1,811,600	\$1,961,600
Placer	CTCP-17-31	\$150,000	\$0	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Piumas	CTCP-17-32	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Riverside	CTCP-17-33	\$150,000	\$0	\$150,000	\$916,614	\$205,661	\$1,122,275	\$1,272,275
Sacramento	CTCP-17-34	\$150,000	\$0	\$150,000	\$948,016	\$212,731	\$1,160,747	\$1,310,747
San Benito	CTCP-17-35	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
San Bernardino (CHC)	17-10038 / 18-10380	\$150,000	\$0	\$150,000	\$1,093,435	\$245,382	\$1,338,797	\$1,488,797
San Diego	CTCP-17-37	\$150,000	\$0	\$150,000	\$1,726,914	\$387,512	\$2,114,426	\$2,264,426
San Francisco	CTCP-17-38	\$150,000	\$0	\$150,000	\$1,552,037	\$348,271	\$1,900,308	\$2,050,308
San Joaquin	CTCP-17-39	\$150,000	\$0	\$150,000	\$501,422	\$112,517	\$613,939	\$763,939
San Luis Obispo	CTCP-17-40	\$150,000	\$0	\$150,000	\$233,131	\$52,314	\$285,445	\$435,445
San Mateo	CTCP-17-41	\$150,000	\$0	\$150,000	\$419,901	\$94,224	\$514,125	\$664,125
Santa Barbara	CTCP-17-42	\$150,000	\$0	\$150,000	\$228,005	\$51,164	\$279,169	\$429,169
Santa Clara	CTCP-17-43	\$150,000	\$0	\$150,000	\$1,610,341	\$338,914	\$1,949,255	\$1,999,255
Santa Cruz	CTCP-17-44	\$150,000	\$0	\$150,000	\$221,987	\$49,813	\$271,800	\$421,800
Shasta	CTCP-17-45	\$150,000	\$0	\$150,000	\$172,550	\$37,429	\$209,979	\$359,979
Sierra	CTCP-17-46	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Siskiyou	CTCP-17-47	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Solano	CTCP-17-48	\$150,000	\$0	\$150,000	\$387,184	\$63,985	\$451,169	\$621,169
Sonoma	CTCP-17-49	\$150,000	\$0	\$150,000	\$448,076	\$97,195	\$545,271	\$695,271
Stanislaus	CTCP-17-50	\$150,000	\$0	\$150,000	\$368,385	\$82,664	\$451,049	\$601,049
Sutter	CTCP-17-51	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Tehama	CTCP-17-52	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Trinity	CTCP-17-53	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Tulare	CTCP-17-54	\$150,000	\$0	\$150,000	\$398,481	\$88,964	\$487,445	\$635,425
Tuolumne	CTCP-17-55	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
Ventura	CTCP-17-56	\$150,000	\$0	\$150,000	\$445,529	\$99,975	\$545,504	\$695,504
Yolo	CTCP-17-57	\$150,000	\$0	\$150,000	\$172,890	\$38,796	\$211,686	\$361,686
Yuba	CTCP-17-58	\$150,000	\$0	\$150,000	\$150,000	\$28,065	\$178,065	\$328,065
		\$9,150,000	\$0	\$9,150,000	\$34,560,678	\$7,496,024	\$42,056,600	\$51,206,600

**Local Lead Agency
PROSPECTIVE PAYMENT INVOICE
Proposition 99 Fund 0231**

- 1. Inyo County Treasurer
P.O. Drawer H
Independence, CA 93526-614**
- 2. Allocation Agreement Number: CTCP-17-14**
- 3. Prospective Payment Period: 07/01/19 to 09/30/19**
- 4. Amount to be Paid: \$37,500.00**

I certify this prospective payment will be used in accordance with this Local Lead Agency's (LLA's) approved local plan and budget/budget justification contained in the local plan; expenditures will be supportable by proper documentation; will be used only to pay for expenditures not previously reimbursed under the Agreement; and is in compliance with all terms/conditions, laws, and regulations governing its payment.

Date	Signature of LLA Representative
	Title

Complete in Duplicate. Original to State. Agency retain one copy.

FOR STATE USE ONLY

Amount to be paid from Prop 99 Fund 0231
FY 2019-20 LLA Allocation
\$37,500.00

Invoice No.: **PPI-F19-Q1-P99**
Program No.: 4045019
Fi\$Cal ID No.: 08422

I certify this claim is in all respects true, correct, supportable by available documentation, and in compliance with all terms/conditions, laws and regulations governing its payment.

Date	Signature of CTCP Representative
------	----------------------------------

**California Tobacco Control Program
Local Lead Agency Allocation Table
for Proposition 99 and Proposition 56 Funds
FY 2017/18 - FY 2020/21**

Appendix 1

FY 20/21

LLA	Agreement	FY 20/21 Prop 99 (Estimate)	FY 20/21 Prop 99 Adjustment	FY 20/21 Total Revised Prop 99 Estimate	FY 20/21 Prop 56 (Estimate)	FY 20/21 Prop 56 Adjustment	FY 20/21 Total Revised Prop 56 Estimate	FY 20/21 TOTAL Prop 99+56 Estimate
Alameda	CTCP-17-01	\$150,000	\$0	\$150,000	\$1,303,603	(\$151,140)	\$1,152,463	\$1,302,463
Berkeley	CTCP-17-01A	\$150,000	\$0	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Alpine	CTCP-17-02	\$150,000	\$0	\$150,000	\$155,085	(\$5,085)	\$150,000	\$300,000
Amador	CTCP-17-03	\$150,000	\$0	\$150,000	\$155,085	(\$5,085)	\$150,000	\$300,000
Butte	CTCP-17-04	\$150,000	\$0	\$150,000	\$225,821	(\$21,273)	\$204,548	\$354,548
Calaveras	CTCP-17-05	\$150,000	\$0	\$150,000	\$155,085	(\$5,085)	\$150,000	\$300,000
Colusa	CTCP-17-06	\$150,000	\$0	\$150,000	\$155,085	(\$5,085)	\$150,000	\$300,000
Contra Costa	CTCP-17-07	\$150,000	\$0	\$150,000	\$552,688	(\$57,465)	\$495,203	\$645,203
Del Norte	CTCP-17-08	\$150,000	\$0	\$150,000	\$155,085	(\$5,085)	\$150,000	\$300,000
El Dorado	CTCP-17-09	\$150,000	\$0	\$150,000	\$158,598	(\$8,598)	\$150,000	\$300,000
Fresno	CTCP-17-10	\$150,000	\$0	\$150,000	\$823,086	(\$85,581)	\$737,505	\$887,505
Glenn	CTCP-17-11	\$150,000	\$0	\$150,000	\$155,085	(\$5,085)	\$150,000	\$300,000
Humboldt	CTCP-17-12	\$150,000	\$0	\$150,000	\$155,085	(\$5,085)	\$150,000	\$300,000
Imperial	CTCP-17-13	\$150,000	\$0	\$150,000	\$155,085	(\$5,085)	\$150,000	\$300,000
Inyo	CTCP-17-14	\$150,000	\$0	\$150,000	\$155,085	(\$5,085)	\$150,000	\$300,000
Kern	CTCP-17-15	\$150,000	\$0	\$150,000	\$523,581	(\$54,440)	\$469,141	\$619,141
Kings	CTCP-17-16	\$150,000	\$0	\$150,000	\$155,085	(\$5,085)	\$150,000	\$300,000
Lake	CTCP-17-17	\$150,000	\$0	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Lassen	CTCP-17-18	\$150,000	\$0	\$150,000	\$155,085	(\$5,085)	\$150,000	\$300,000
Los Angeles	CTCP-17-19	\$732,096	(\$582,096)	\$150,000	\$12,569,372	(\$1,306,918)	\$11,262,454	\$11,412,454
Pasadena	CTCP-17-19B	\$150,000	\$0	\$150,000	\$205,188	(\$21,335)	\$183,853	\$333,853
Long Beach	CTCP-17-19A	\$150,000	\$0	\$150,000	\$851,571	(\$67,748)	\$583,823	\$733,823
Madera	CTCP-17-20	\$150,000	\$0	\$150,000	\$155,085	(\$5,085)	\$150,000	\$300,000
Marin	CTCP-17-21	\$150,000	\$0	\$150,000	\$296,366	(\$27,919)	\$268,447	\$418,447
Mariposa	CTCP-17-22	\$150,000	\$0	\$150,000	\$155,085	(\$5,085)	\$150,000	\$300,000
Mendocino	CTCP-17-23	\$150,000	\$0	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Merced (CHC)	17-10006	\$150,000	\$0	\$150,000	\$222,023	(\$23,085)	\$198,938	\$348,938
Modoc	CTCP-17-25	\$150,000	\$0	\$150,000	\$155,085	(\$5,085)	\$150,000	\$300,000
Mono	CTCP-17-26	\$150,000	\$0	\$150,000	\$155,085	(\$5,085)	\$150,000	\$300,000
Monterey	CTCP-17-27	\$150,000	\$0	\$150,000	\$398,510	(\$41,228)	\$357,282	\$505,282
Napa	CTCP-17-28	\$150,000	\$0	\$150,000	\$155,085	(\$5,085)	\$150,000	\$300,000
Nevada	CTCP-17-29	\$150,000	\$0	\$150,000	\$155,085	(\$5,085)	\$150,000	\$300,000
Orange	CTCP-17-30	\$150,000	\$0	\$150,000	\$1,574,821	(\$163,744)	\$1,411,077	\$1,561,077
Placer	CTCP-17-31	\$150,000	\$0	\$150,000	\$150,000	\$0	\$150,000	\$300,000
Plumas	CTCP-17-32	\$150,000	\$0	\$150,000	\$155,085	(\$5,085)	\$150,000	\$300,000
Riverside	CTCP-17-33	\$150,000	\$0	\$150,000	\$975,505	(\$101,429)	\$874,076	\$1,024,076
Sacramento	CTCP-17-34	\$150,000	\$0	\$150,000	\$1,009,035	(\$104,915)	\$904,120	\$1,054,120
San Benito	CTCP-17-35	\$150,000	\$0	\$150,000	\$155,085	(\$5,085)	\$150,000	\$300,000
San Bernardino (CHC)	17-10038 / 18-10380	\$150,000	\$0	\$150,000	\$1,183,814	(\$121,009)	\$1,062,805	\$1,192,805
San Diego	CTCP-17-37	\$150,000	\$0	\$150,000	\$1,838,067	(\$191,115)	\$1,646,952	\$1,796,952
San Francisco	CTCP-17-38	\$150,000	\$0	\$150,000	\$1,651,934	(\$171,762)	\$1,480,172	\$1,630,172
San Joaquin	CTCP-17-39	\$150,000	\$0	\$150,000	\$533,696	(\$55,492)	\$478,204	\$628,204
San Luis Obispo	CTCP-17-40	\$150,000	\$0	\$150,000	\$248,136	(\$25,800)	\$222,336	\$372,336
San Mateo	CTCP-17-41	\$150,000	\$0	\$150,000	\$448,928	(\$46,470)	\$402,458	\$550,458
Santa Barbara	CTCP-17-42	\$150,000	\$0	\$150,000	\$242,681	(\$25,233)	\$217,448	\$367,448
Santa Clara	CTCP-17-43	\$150,000	\$0	\$150,000	\$1,607,554	(\$167,147)	\$1,440,407	\$1,590,407
Santa Cruz	CTCP-17-44	\$150,000	\$0	\$150,000	\$235,275	(\$24,567)	\$210,708	\$361,708
Shasta	CTCP-17-45	\$150,000	\$0	\$150,000	\$182,880	(\$17,228)	\$165,652	\$316,652
Sierra	CTCP-17-46	\$150,000	\$0	\$150,000	\$155,085	(\$5,085)	\$150,000	\$300,000
Siskiyou	CTCP-17-47	\$150,000	\$0	\$150,000	\$155,085	(\$5,085)	\$150,000	\$300,000
Solano	CTCP-17-48	\$150,000	\$0	\$150,000	\$410,363	(\$38,659)	\$371,704	\$521,704
Sonoma	CTCP-17-49	\$150,000	\$0	\$150,000	\$474,901	(\$44,738)	\$430,163	\$580,163
Stanislaus	CTCP-17-50	\$150,000	\$0	\$150,000	\$392,096	(\$40,769)	\$351,327	\$501,327
Sutter	CTCP-17-51	\$150,000	\$0	\$150,000	\$155,085	(\$5,085)	\$150,000	\$300,000
Tehama	CTCP-17-52	\$150,000	\$0	\$150,000	\$155,085	(\$5,085)	\$150,000	\$300,000
Trinity	CTCP-17-53	\$150,000	\$0	\$150,000	\$155,085	(\$5,085)	\$150,000	\$300,000
Tulare	CTCP-17-54	\$150,000	\$0	\$150,000	\$421,979	(\$43,876)	\$378,103	\$528,103
Tuolumne	CTCP-17-55	\$150,000	\$0	\$150,000	\$155,085	(\$5,085)	\$150,000	\$300,000
Ventura	CTCP-17-56	\$150,000	\$0	\$150,000	\$474,206	(\$49,307)	\$424,899	\$574,899
Yolo	CTCP-17-57	\$150,000	\$0	\$150,000	\$184,018	(\$19,133)	\$164,885	\$314,885
Yuba	CTCP-17-58	\$150,000	\$0	\$150,000	\$155,085	(\$5,085)	\$150,000	\$300,000
		\$9,732,096	(\$582,096)	\$9,150,000	\$36,629,486	(\$3,451,333)	\$33,178,153	\$42,328,153

**California Tobacco Control Program
Local Lead Agency Allocation Table
for Proposition 99 and Proposition 56 Funds
FY 2017/18 - FY 2020/21**

Appendix 1

**REVISED
TOTAL**

LLA	Agreement	FY 17/18 - FY 20/21 PROP 99 + PROP 56 TOTALS
Alameda	CTCP-17-01	\$6,439,827
Berkeley	CTCP-17-01A	\$1,225,190
Alpine	CTCP-17-02	\$1,299,585
Amador	CTCP-17-03	\$1,299,585
Butte	CTCP-17-04	\$1,604,807
Calaveras	CTCP-17-05	\$1,299,585
Colusa	CTCP-17-06	\$1,299,585
Contra Costa	CTCP-17-07	\$3,058,034
Del Norte	CTCP-17-08	\$1,299,585
El Dorado	CTCP-17-09	\$1,312,035
Fresno	CTCP-17-10	\$4,260,742
Glenn	CTCP-17-11	\$1,299,585
Humboldt	CTCP-17-12	\$1,299,585
Imperial	CTCP-17-13	\$1,299,585
Inyo	CTCP-17-14	\$1,299,585
Kern	CTCP-17-15	\$2,928,671
Kings	CTCP-17-16	\$1,299,585
Lake	CTCP-17-17	\$1,200,000
Lassen	CTCP-17-18	\$1,299,585
Los Angeles	CTCP-17-19	\$57,497,820
Pasadena	CTCP-17-19B	\$1,512,588
Long Beach	CTCP-17-19A	\$3,497,916
Madera	CTCP-17-20	\$1,299,585
Marin	CTCP-17-21	\$1,918,700
Mariposa	CTCP-17-22	\$1,299,585
Mendocino	CTCP-17-23	\$1,200,000
Merced (CHC)	17-10006	\$1,587,466
Modoc	CTCP-17-25	\$1,299,585
Mono	CTCP-17-26	\$1,299,585
Monterey	CTCP-17-27	\$2,363,509
Napa	CTCP-17-28	\$1,299,585
Nevada	CTCP-17-29	\$1,299,585
Orange	CTCP-17-30	\$7,604,142
Placer	CTCP-17-31	\$1,210,744
Plumas	CTCP-17-32	\$1,299,585
Riverside	CTCP-17-33	\$4,936,638
Sacramento	CTCP-17-34	\$5,087,766
San Benito	CTCP-17-35	\$1,299,585
San Bernardino (CHC)	17-10038 / 18-10380	\$5,776,156
San Diego	CTCP-17-37	\$8,822,713
San Francisco	CTCP-17-38	\$7,974,846
San Joaquin	CTCP-17-39	\$2,973,655
San Luis Obispo	CTCP-17-40	\$1,703,607
San Mateo	CTCP-17-41	\$2,587,747
Santa Barbara	CTCP-17-42	\$1,679,343
Santa Clara	CTCP-17-43	\$7,772,687
Santa Cruz	CTCP-17-44	\$1,650,853
Shasta	CTCP-17-45	\$1,413,737
Sierra	CTCP-17-46	\$1,299,585
Siskiyou	CTCP-17-47	\$1,299,585
Solano	CTCP-17-48	\$2,425,935
Sonoma	CTCP-17-49	\$2,713,102
Stanislaus	CTCP-17-50	\$2,343,878
Sutter	CTCP-17-51	\$1,299,585
Tehama	CTCP-17-52	\$1,299,585
Trinity	CTCP-17-53	\$1,299,585
Tulare	CTCP-17-54	\$2,476,786
Tuolumne	CTCP-17-55	\$1,299,585
Ventura	CTCP-17-56	\$2,709,067
Yolo	CTCP-17-57	\$1,418,436
Yuba	CTCP-17-58	\$1,299,585
		\$200,680,353

**Local Lead Agency
PROSPECTIVE PAYMENT INVOICE
Proposition 56 Fund 3322**

- 1. Inyo County Treasurer
P.O. Drawer H
Independence, CA 93526-614**
- 2. Allocation Agreement Number: CTCP-17-14**
- 3. Prospective Payment Period: 07/01/19 to 09/30/19**
- 4. Amount to be Paid: \$44,516.00**

I certify this prospective payment will be used in accordance with this Local Lead Agency's (LLA's) approved local plan and budget/budget justification contained in the local plan; expenditures will be supportable by proper documentation; will be used only to pay for expenditures not previously reimbursed under the Agreement; and is in compliance with all terms/conditions, laws, and regulations governing its payment.

Date

Signature of LLA Representative

Title

Complete in Duplicate. Original to State. Agency retain one copy.

FOR STATE USE ONLY

Amount to be paid from Prop 56 Fund 3322
FY 2019-20 LLA Allocation
\$44,516.00

Invoice No.: **PPI-F19-Q1-P56**
Program No.: 4045
Fi\$Cal ID No.: 08422

I certify this claim is in all respects true, correct, supportable by available documentation, and in compliance with all terms/conditions, laws and regulations governing its payment.

Date

Signature of CTCP Representative

**Local Lead Agency
PROSPECTIVE PAYMENT INVOICE
Proposition 99 Fund 0231**

- 1. Inyo County Treasurer
P.O. Drawer H
Independence, CA 93526-614**
- 2. Allocation Agreement Number: CTCP-17-14**
- 3. Prospective Payment Period: 10/01/19 to 12/31/19**
- 4. Amount to be Paid: \$37,500.00**

I certify this prospective payment will be used in accordance with this Local Lead Agency's (LLA's) approved local plan and budget/budget justification contained in the local plan; expenditures will be supportable by proper documentation; will be used only to pay for expenditures not previously reimbursed under the Agreement; and is in compliance with all terms/conditions, laws, and regulations governing its payment.

Date Signature of LLA Representative

Title

Complete in Duplicate. Original to State. Agency retain one copy.

FOR STATE USE ONLY

Amount to be paid from Prop 99 Fund 0231
FY 2019-20 LLA Allocation
\$37,500.00

Invoice No.: **PPI-F19-Q2-P99**
Program No.: 4045019
Fi\$Cal ID No.: 08422

I certify this claim is in all respects true, correct, supportable by available documentation, and in compliance with all terms/conditions, laws and regulations governing its payment.

Date Signature of CTCP Representative

**Local Lead Agency
PROSPECTIVE PAYMENT INVOICE
Proposition 56 Fund 3322**

- 1. Inyo County Treasurer
P.O. Drawer H
Independence, CA 93526-614**
- 2. Allocation Agreement Number: CTCP-17-14**
- 3. Prospective Payment Period: 10/01/19 to 12/31/19**
- 4. Amount to be Paid: \$44,516.00**

I certify this prospective payment will be used in accordance with this Local Lead Agency's (LLA's) approved local plan and budget/budget justification contained in the local plan; expenditures will be supportable by proper documentation; will be used only to pay for expenditures not previously reimbursed under the Agreement; and is in compliance with all terms/conditions, laws, and regulations governing its payment.

_____ Date

_____ Signature of LLA Representative

_____ Title

Complete in Duplicate. Original to State. Agency retain one copy.

FOR STATE USE ONLY

Amount to be paid from Prop 56 Fund 3322
FY 2019-20 LLA Allocation
\$44,516.00

Invoice No.: **PPI-F19-Q2-P56**
Program No.: 4045
Fi\$Cal ID No.: 08422

I certify this claim is in all respects true, correct, supportable by available documentation, and in compliance with all terms/conditions, laws and regulations governing its payment

_____ Date

_____ Signature of CTCP Representative



County of Inyo



Health & Human Services

DEPARTMENTAL - ACTION REQUIRED

MEETING: August 27, 2019

FROM: Rhiannon Baker

RE: Immunization Local Assistance Federal Grant between County of Inyo and the California Department of Public Health (CDPH).

RECOMMENDED ACTION:

Request Board ratify and approve the CDPH Immunization Branch Subrecipient Information Form which acknowledges changes to the Scope of Work (SOW) and Budget Application to the current Immunization Local Assistance Funding between County of Inyo and California Department of Public Health (CDPH) for the period of July 1, 2019 through June 30, 2022, and authorize the HHS Director to sign the FY 2019-20 Federal Compliance Requirements form.

SUMMARY/JUSTIFICATION:

This agreement is coming before your Board as a ratification because the FY 2019-20 funding announcement for this grant was received from the California Department of Public Health on July 9, 2019. The following are the changes to the Immunization Local Assistance Grant Funding for the FY 2019-2020. The Catalog of Federal Domestic Assistance (CFDA) No. is corrected to 93.268 from 93.539. The Total Federal Award to the State of California is changed from \$40,729,706 to \$35,474,060 and the Amount Made Available for Local Assistance Subrecipient went from \$17,640,968 to \$14,953,373. These changes reflect a 5-7% decrease in funding due to a return to pre-2015 baseline funding.

The funding for FY 2019-20 is changed from \$39,543 to \$37,170 for Inyo County Health and Human Services. This reduction in funding will be covered by Health Realignment. In order to receive the current year funding, HHS is required to submit an updated Subrecipient Information Form and sign the FY 2019-20 Federal Compliance Requirements of the Immunization Grant No. 1 NH231P922612-01-00

BACKGROUND/HISTORY OF BOARD ACTIONS:

NA

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

You can choose not to authorize Health and Human Services to sign and submit the Subrecipient Information Form and Federal Compliance Document for FY 2019-20 which would mean that HHS would not be able to invoice CDPH for immunization funding pursuant to the grant.

OTHER AGENCY INVOLVEMENT:

Community Healthcare Providers, Schools and Pharmacies

FINANCING:

Funding for this grant is recognized as revenue in the Health budget (045100) in State Grants (4498). The funding for FY 2019-20 is changed from \$39,543 to \$37,170 for Inyo County Health and Human Services. This reduction in funding will be covered by Health Realignment.

ATTACHMENTS:

1. CDPH Immunization Assistance Funding Contract



State of California—Health and Human Services
Agency
California Department of Public Health



KAREN L. SMITH, MD, MPH
Director and State Health Officer

EDMUND G. BROWN JR.
Governor

DATE: July 9, 2019

TO: Local Health Officers
Immunization Coordinators
Receiving Immunization Program Local Assistance Grants

FROM: Maria E. Volk, MPA, Assistant Branch Chief *Maria E. Volk*
Immunization Branch

SUBJECT: **1.) Immunization Local Assistance Funding, Fiscal Year 2019-20**
2.) Revised Scope of Work and Budget Application, Fiscal Year 2019-2022
3.) Federal Compliance Requirements of the Immunization Grant Fiscal Year 2019-20 Acknowledgement and Subrecipient Information Update Form

1.) Immunization Local Assistance Grant Funding Fiscal Year (FY) 2019-20

The California Department of Public Health (CDPH), Immunization Branch, is pleased to release the Federal Grant subaward funding information to Local Health Department (LHD) subrecipients for FY 2019-20. CDPH has authority to grant funds for the Project under Health and Safety Code, Section 120325-120380, which requires immunizations against childhood diseases prior to school admittance. The purpose of this funding is to assist LHDs in preventing and controlling vaccine-preventable diseases in the local health jurisdiction (LHJ).

Related Statutes

California Health & Safety Code sections:

- 120130 requires the Local Health Officer to properly report to CDPH those diseases listed as reportable, which include vaccine-preventable diseases.
- 120175 requires the Local Health Officer to take measures as may be necessary to prevent the spread or occurrence of additional cases of reportable diseases (which includes reportable vaccine-preventable diseases).
- 120350 requires Local Health Officers to organize and maintain a program to make available the immunizations required for admittance to child care facilities and schools.

Services to Be Performed by The Subrecipient

The Subrecipient is to implement activities to:

- Assess and improve coverage levels in the jurisdiction of all vaccines recommended by the Advisory Committee on Immunization Practices (ACIP) to protect the population.
- Detect, report, and control vaccine-preventable diseases in the jurisdiction.

The award figure for this fiscal year 2019-20 has a 5%-7% decrease in funding due to a return to pre-2015 baseline funding. Your Immunization Branch Field Representative will be providing the revised budget amount. Similar to prior years, the availability of federal local assistance funding is dependent upon funds received from CDC and, at CDPH's discretion.

Immunization Branch Federal Award FY 2019-20

Federal Grant Award No.: 1 NH231P922612-01-00

Award Issue Date: 06/25/2019

Catalog of Federal Domestic Assistance (CFDA) Title: Immunization Cooperative Agreements

Catalog of Federal Domestic Assistance (CFDA) No.: 93.268

Data Universal Numbering Systems (DUNS) No.: 7991506150000

Total Federal Award to Date: \$35,474,060

Amount Made Available for Local Assistance Subrecipient Awards: \$14,953,373

Year 3 Budget, FY 2019-20: 100% Prevention and Public Health Funds (PPHF)

LHDs Eligible for Local Assistance:

The Immunization Branch has determined that the following 61 LHDs and non-profit organizations are eligible to apply for available funding for their Local Immunization Program, which supports the State's objectives to control vaccine-preventable diseases.

County of Alameda	County of Madera	County of San Joaquin
County of Alpine	County of Marin	County of San Joaquin (Registry)
County of Amador	County of Mariposa	County of San Luis Obispo
City of Berkeley	County of Mendocino	County of San Mateo
County of Butte	County of Merced	County of Santa Barbara
County of Calaveras	County of Modoc	County of Santa Clara
County of Colusa	County of Mono	County of Santa Cruz
County of Contra Costa	County of Monterey	County of Shasta
County of Del Norte	County of Napa	County of Sierra
County of El Dorado	County of Nevada	County of Siskiyou
County of Fresno	County of Orange	County of Solano
County of Glenn	City of Pasadena	County of Sonoma
County of Humboldt	County of Placer	County of Stanislaus

Local Health Officers
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July 3, 2019
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County of Imperial	County of Plumas	County of Sutter
County of Inyo	County of Riverside	County of Tehama
County of Kern	County of Sacramento	County of Trinity
County of Kings	County of San Benito	County of Tulare
County of Lake	County of San Bernardino	County of Tuolumne
County of Lassen	County of San Diego	County of Ventura
City of Long Beach	County of San Diego (Registry)	County of Yolo
County of Los Angeles	City & County of San Francisco	County of Yuba
		CA Immunization Coalition

2.) Revised Scope of Work and Budget Application, Fiscal Year 2019-22

A Revised Scope of Work (SOW) and budget application are enclosed.

**3.) Federal Compliance Requirements of the Immunization Grant FY 2019-20
Acknowledgement and Subrecipient Information Update Form**

Please complete, sign, and return the following:

- Federal Compliance Requirements of the Immunization Grant No. 1 NH23IP922612-01-00.
- Subrecipient Information Form Update. This is being requested to ensure we have the most current information on file. We added a question if county personnel salaries are publicly available on the county website (last item in the Subrecipient Information Form Update). This information may be required for Immunization Branch Federal Audit Reporting.

Submission of Documents and Due Date

The following completed documents are due on **August 1, 2019**

1. Budget Application, FY 2019-22. Complete all Worksheets: 5-Year Budget, Yr3, FY19-20 Budget Detail, Yr4 FY20-21 Budget Detail, and Yr5 FY21-22 Budget Detail.
 2. Federal Compliance Requirements of the Immunization Grant FY 2019-20 Acknowledgement and Subrecipient Information Update Form
- Submit the completed Budget Application and signed Federal Compliance Form to: izb.admin@cdph.ca.gov.

Local Health Officers
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July 3, 2019
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Thank you.

Enclosures: Revised Scope of Work
Budget Application, FY 2019-22
Federal Compliance Requirements of the Immunization Grant
No. 1 NH23IP922612-01-00

FY 2019-20 Federal Compliance Requirements of the Immunization Grant No. 1 NH23IP922612-01-00

This section requires Subrecipient signature to acknowledge that the Subrecipient has reviewed and understand the Federal Compliance Requirements of the Immunization Grant. See enclosed copy of the Award Attachments under which this funding is issued.

Marilynn Mann, Director Health and Human Services

Print Name and Title of Person Signing Signature of Person Signing Date

**CDPH Immunization Branch
Subrecipient Information Form Update
FY 2019-2020**

Date Form Completed: _____

This is the information that will appear on your grant agreement cover page.

Organization	Federal Tax ID #	<u>956005445</u>	CDPH Contract/Grant#	<u>17-10320</u>
	Data Universal Number System (DUNS) #	<u>010706687</u>		
	Official Organization Name (Based on DUNS)	<u>Is this the County's Dept. of Public Health DUNS? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</u> <u>County of Inyo</u>		
	Mailing Address	<u>207A West South St., Bishop, CA 93514</u>		
	Street Address (If Different)	_____		
	County	<u>Inyo</u>		
	Phone	<u>760-873-7868</u>	Fax	<u>760-873-7800</u>
	Website	<u>www.inyocounty.us</u>		
	County Personnel Salaries Available on the County Public Website	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

CDPH Immunization Branch
Scope of Work for Local Health Departments FY 2019-22

1. Vaccine Accountability and Management

Goal 1.1 Maintain viability of IZB supplied vaccine to ensure vaccine effectiveness and reduce vaccine waste.

Required Activities	Performance Measures
a. Annually, make sure all relevant staff within LHD-operated clinics (routine, mass vaccination, or special immunization outreach) are properly trained on current policies and procedures for proper vaccine storage and handling outlined in each participation agreement/addendum for the receipt of IZB supplied vaccines (317, Vaccines for Children [VFC], state general fund).	<ol style="list-style-type: none"> 1. Updated Vaccine Management Plans for each LHD facility. 2. Completed EZIZ Lessons for Key Practice Staff. 3. Documentation of completed trainings.
b. Develop and implement a training plan for provider facilities outside LHDs receiving IZB supplied doses (state or 317 Outbreak). Focus the plan on proper vaccine management, vaccine storage and handling requirements, and administration prior to the distribution of IZB-supplied vaccines.	<ol style="list-style-type: none"> 1. Training plan developed and implemented. 2. Completed trainings/Documentation of completed trainings. 3. Completed and signed Vaccine Management Plans.
c. Develop and implement a plan to verify that 317 Outbreak and state general fund immunizations administered by providers outside the LHDs adhere to policies for vaccine management. Conduct Quality Assurance verifications (such as random temperature log review, on site vaccination clinic assessments, review of vaccine losses, etc.) at least every other year, in a sample of sites receiving vaccines.	<ol style="list-style-type: none"> 1. Developed and implemented Quality Assurance Plan. 2. Completion of Mass Vaccination Hourly Temperature Logs/Electronic Data Files. 3. Temperature Documentation on CDPH provided Logs for all IZB-supplied vaccines/Electronic Temperature Files. 4. Completed Quality Assurance verifications in a minimum sample of 10% of sites receiving vaccines.
d. Promote and encourage adoption of CDPH and CDC storage and handling guidelines among all healthcare providers providing immunization services in the community.	Documentation of storage and handling best practices promotion efforts.

Goal 1.2 Facilitate compliance with current protocols, policies, and procedures for vaccine accountability for LHD facilities and partners that receive IZB-supplied vaccine.

Required Activities	Performance Measures
a. Make sure all relevant staff involved in vaccine ordering, management, and accountability activities within local health department-operated clinics adhere to all program requirements as outlined in the VFC/317 Provider Participation Agreements and Addendums. Complete annual VFC/317 program recertification.	Completed annual program recertification and corresponding educational lessons for all key practice staff.
b. Promote adherence to eligibility guidelines corresponding to VFC, Section 317, and state general fund vaccines. Upon release of the Immunization Branch's Vaccine Eligibility Guidelines, IMM-1142, disseminate guidance to all relevant staff involved in vaccine ordering, management, and accountability activities within local health department operated pediatric and adult immunization clinics.	Documentation of provided guidance.
c. Verify that processes are in place such that IZB-supplied (317, VFC, state) vaccines are administered to eligible individuals following	LHD developed protocols, inclusive of eligibility guidelines, for each vaccine

CDPH Immunization Branch

Scope of Work for Local Health Departments FY 2019-22

outlined eligibility guidelines for each vaccine funding source.	funding source.
d. Comply with federal policies regarding vaccine re-distribution. Publicly funded VFC and 317 vaccines must be distributed directly to the location at which the provider will administer the vaccines.	Documentation of procedures.

2. Access to and Utilization of Quality Immunization Services

Goal 2.1 Improve access to and receipt of all ACIP-recommended immunizations, especially for low income and underserved community members.

Required Activities	Performance Measures
a. Use a current, local jurisdiction-specific referral list to support an immunization safety net. This may include referral to other programs that connect patients to services.	Referral list completed and updated on an annual basis.
b. Be responsive to problems Medi-Cal members report related to access to immunization services. ¹ Work with the corresponding Medi-Cal Managed Care Plan (MCP) to resolve problems. After attempts to work with MCP, if still unable to resolve, collect details and escalate to Senior Field Representative or other designated Immunization Branch staff person.	Maintain log of access problems resolved at local level or reported to CDPH.
c. For all LHD facilities that are VFC providers, participate in and support provider compliance and quality improvement ² visits in conjunction with the CDPH Immunization Branch. Assist with the implementation of corrective action plans, strategies to reduce missed opportunities for vaccination, and linkage/referral to medical homes.	# of clinics with corrective actions that were all completed within the specified time frame.

3. California Immunization Registry (CAIR)³

Goal 3.1 Promote and optimize⁴ the use of CAIR in the jurisdiction.

Required Activities	Performance Measures
a. Enter all IZB-supplied vaccine doses administered by LHD or partners, including influenza doses, into CAIR.	# LHD clinics participating in CAIR/# all LHD clinics. % of LHD clinic doses entered into the registry within 14 days. # state flu doses entered by end of flu season/ # state flu doses administered.
b. For LHDs with primary care clinics, use manage patient status functionality to remove inactive patients at least once a year.	Inactive patients marked as inactive in CAIR.
c. In LHD primary care clinics, utilize CAIR data to identify and improve low or lagging infant or adolescent vaccination coverage levels.	Low infant or adolescent CAIR coverage rate identified and improved.
d. Review monthly CAIR usage reports ⁵ to identify priority non-participating VFC sites that need to be recruited/retained.	# of VFC Sites identified for priority recruitment /retention contact.

¹ Requirements for Medi-Cal immunization services are summarized here: <http://izcoordinators.org/vaccine-programs/medi-cal-and-pharmacy-resources/>.

² Immunization Quality Improvement for Providers (IQIP), formerly known as AFIX

³ CAIR refers to the statewide system connecting CAIR2 with the San Diego Immunization Registry and Healthy Futures.

⁴ If have EHR, move from manual data entry to data exchange (upload from EHR) to bidirectional data exchange, to optimize CAIR use.

See <http://cairweb.org/docs/CAIR2-Communications/IMM-1266> and <http://cairweb.org/docs/CAIR2-Communications/IMM-1260>.

CDPH Immunization Branch
Scope of Work for Local Health Departments FY 2019-22

Communicate priority sites to Local CAIR Rep (LCR).	
e. Invite CAIR staff to participate in local provider trainings in order to promote CAIR.	Number of trainings with CAIR participation/Number of trainings held.

Goal 3.2 Connect local Immunization Information Systems (IIS) so CAIR becomes a statewide system.
For San Diego and San Joaquin Counties only

Required Activities	Performance Measures
a. Implement data sharing with CAIR2, including: <ul style="list-style-type: none"> a. Attend scheduled planning meetings with CAIR2 staff b. Comply with agreed upon timelines c. Complete data transfer testing, including both inbound to CAIR2 and outbound back to local IIS. d. Share bulk historical loads of existing patients and immunizations to CAIR2 to initiate data sharing 	Full historical data load completed.
b. Initiate and maintain ongoing electronic data sharing with CAIR2 (HL7).	Ongoing data sharing continues.

4. Perinatal Hepatitis B Prevention

Goal 4.1 Reduce the incidence of perinatal hepatitis B virus (HBV) infection in the jurisdiction.

Required Activities	Performance Measures
<p>Note: Coordinate perinatal HBV prevention efforts with your LHD's Maternal Child and Adolescent Health (MCAH) program, as activities 4.1a-4.1c may also help fulfill title V requirements and MCAH Scope of Work Activities.</p> <p>a. Educate medical providers and hospital staff about the screening, care, and reporting of pregnant women who test positive for hepatitis B and their infants according to the guidance outlined below:</p> <p style="margin-left: 20px;"> Guidance for Prenatal Providers Guidance for Labor and Delivery Hospitals Guidance for Pediatric Providers </p>	<ol style="list-style-type: none"> 1. Number and percentage of HBsAg-positive pregnant women identified in the reporting period who were enrolled prior to delivery. 2. Number and percentage of HBsAg-positive pregnant women identified in the reporting period with an HBV DNA test result during pregnancy. 3. Number and percent of PEP errors in the reporting period with completed LHJ follow-up.
<p>b. Educate identified HBsAg-positive pregnant women about their HBV status and provide the appropriate information on prevention of perinatal hepatitis B transmission, based on current ACIP recommendations and the guidance outlined below:</p> <p style="margin-left: 20px;">Perinatal Hepatitis B Prevention Program Coordinator Handbook</p>	HBsAg positive pregnant women identified.

⁵ Monthly CAIR usage reports for VFC providers are posted here: <http://izcoordinators.org/cair-reports/>.

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<p>c. Collect and submit requested data to CDPH on HBsAg-positive pregnant women and their infants according to the guidance outlined below: Perinatal Hepatitis B Prevention Program Coordinator Handbook</p>	<ol style="list-style-type: none"> 1. Number and percentage of infants born to HBsAg-positive mothers in the reporting period who received PEP according to ACIP recommendations. 2. Number and percentage of infants born to HBsAg-positive mothers who completed the HBV vaccine series by 12 months of age. 3. Number and percentage of infants born to HBsAg-positive mothers who have completed PVS testing by 24 months of age. 4. Number and percentage of infants closed to case management with complete information within 24 months.
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5. Education, Information, Training, and Partnerships

Goal 5.1 Provide and/or promote educational activities and information to health care providers, schools and childcare centers, and other immunization stakeholders to promote best practices for immunizations and the importance of timely vaccinations.

Required Activities	Performance Measures
<p>a. Based on local priorities and resources, disseminate print and/or electronic communications among providers, school, general public and other immunization stakeholders in their jurisdiction.</p>	<p>Summary of efforts conducted to distribute materials in print or electronically to immunization stakeholders.</p>

Note: Depending on funding, CDPH may offer select hard-copy materials to all VFC Providers through the Online VFC store. If the VFC store is available, LHDs may choose to not provide the select materials to VFC providers in their jurisdiction (refer these providers to the VFC store instead).

CDPH will inform LHDs on centralized communication activities from the Immunization Branch (select print materials to VFC providers, electronic communications to VFC providers, electronic communications and resources to schools, electronic communications resources to pharmacies, electronic communications and resources to community-based organizations/other stakeholders, traditional media and social media to reach general public). LHDs may supplement any gaps in communication with local efforts.

Goal 5.2 Develop partnerships and collaborative activities in order to expand immunization services, promote best practices and improve coverage rates among children, adolescent and adults.

Required Activities	Performance Measures
<p>a. Engage* with at least 3 types of partners** in conducting educational activities or trainings. (See definitions below)</p>	<ol style="list-style-type: none"> 1. Number of partner types (provider, school, social service/other partners) engaged with. 2. Summary of activities conducted with each partner type.

*Partnership engagement should be based on commitment to perform agreed-upon activities (e.g. joint training, mass vaccination clinic, collaboration to include immunization messaging in communications or event, promotional efforts).

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- **LHJ will engage with at least one “provider” partner, one “school” partner and one “social service or other” partner:
- “Provider partner” may include hospitals, federally qualified health centers (FQHCs), long term care facilities, birth facilities, professional associations (local ACOG or WIC chapters), pharmacies, health plans and community clinics.
 - “School partner” may include child care providers, school or school district, County Department of Education, college, school nurses association or other school-related organizations.
 - “Social service and other partners” may include WIC, MCAH, social service agencies, migrant health, homeless shelters, drug-treatment centers, jails, faith-based organizations, local business or community-based organizations.

6. Prevention, Surveillance and Control of Vaccine Preventable Disease (VPD)

Goal 6.1 Conduct surveillance to identify VPD cases and/or outbreaks, and implement recommended prevention and control activities.

Required Activities	Performance Measures
a. Ensure that appropriate clinical specimens are tested and relevant epidemiologic information is collected for VPDs requiring immediate public health action.	<ol style="list-style-type: none"> 1. Percentage of measles specimens submitted for molecular characterization. 2. Percentage of <i>Neisseria meningitidis</i> specimens/isolates submitted for molecular characterization. 3. Percentage of pertussis cases <4 months of age with complete maternal prenatal provider information.
b. Implement appropriate public health activities for the control and prevention of cases and/or outbreaks of VPDs that are reportable to CDPH in accordance with CDPH recommendations. (Coordinate with your local Maternal, Child and Adolescent Health program.)	Percentage of infant pertussis cases where mother was unimmunized during the appropriate window during pregnancy for which a communication regarding prenatal Tdap immunization was made to the prenatal care provider. ⁶
c. Obtain vaccine and assist with the organization and implementation of efforts to vaccinate susceptible individuals, if appropriate.	Completed outbreak response request ⁷ with plan for doses and target population (as appropriate).

Goal 6.2 Collect and submit requested data to CDPH on VPD cases and outbreaks.

Required Activities	Performance Measures
a. Report VPDs and other conditions reportable to CDPH Immunization Branch per CDPH instructions listed here: https://www.cdph.ca.gov/programs/CID/DCDC/CDPH%20Document%20Library/Immunization/ReportingGuidanceforLHJs.pdf	<ol style="list-style-type: none"> 1. Percentage of measles cases reported immediately to CDPH. 2. Percent of meningococcal disease cases in high school and college students reported immediately to CDPH. 3. Percentage of case reports submitted to

⁶ Sending a letter re: standard of care is the minimum acceptable communication, with copy to LHD Maternal Child and Adolescent Health (MCAH) program. See [Template Letter for Prenatal Care Providers with Pregnant Patients that did not Receive Prenatal Tdap Appropriately and Infants Developed Pertussis](#).

⁷ The Immunization Branch provides a form for requesting vaccine from CDPH.

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	CDPH via an electronic communicable disease reporting system (CalREDIE or other) in the recommended timeframe.
b. Collect and submit CDPH-requested VPD case and outbreak data.	<ol style="list-style-type: none"> 1. Percentage of infant pertussis cases <4 months of age for whom maternal Tdap status is known. 2. Percentage of confirmed hepatitis A cases for whom hepatitis A risk factors are known. 3. Percentage of meningococcal disease cases for whom high school or college attendance status is known.

7. Childcare and School Immunization Entry Requirements

Goal 7.1 Decrease the proportion of pupils who are overdue for required immunizations or admitted conditionally.

Required Activities	Performance Measures
a. Provide guidance, training, and support for compliance with entry immunization requirements by all childcare centers and schools within the jurisdiction.	Percentage of schools with kindergarteners in the jurisdiction that have completed the annual immunization assessment.
b. At least annually, visit schools with 10 or more kindergarteners that reported > 10% were either conditionally admitted or overdue for required immunization; provide guidance and support follow-up until these students are up to date.	Percentage of schools with 10 or more kindergarteners where the proportion of students are either conditionally admitted or overdue for required immunization is greater than 10%. Target #: By next school year, less than 3% of schools have $\geq 10\%$ of kindergarteners either conditional or overdue.

8. Influenza

Goal 8.1 Strengthen capacity to protect against seasonal influenza and to prepare for a pandemic.

Required Activities	Performance Measures
a. <u>To assist your LHD emergency preparedness lead in fulfilling its emergency preparedness grant requirements, utilize IZB-supplied influenza vaccine or other 317-funded vaccines to support at least one mass immunization exercise/year. Confirm your LHD emergency preparedness program has entered all doses into CAIR within 14 days of administration, as per the emergency preparedness grant requirement.</u>	Mass vaccination exercise completed by local health department, including immunization and preparedness program staff.
b. Utilize IZB-supplied influenza vaccine to immunize jurisdiction against influenza; doses may be shared with local partners.	Number of doses of influenza vaccine administered. Target #: Administration of at least 9f% of previous season's doses total.

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Glossary of Acronyms and Terms

Abbreviation or term	Definition
317 vaccine	Vaccine provided to LHD clinics and partners for uninsured adults and for outbreak purposes.
ACIP	Advisory Committee on Immunization Practices
ACOG	American College of Obstetricians and Gynecologists
AFIX	Assessment, Feedback, Incentive, eXchange
CAIR	California Immunization Registry
CaIREDIE	California Reportable Disease Information Exchange
CDC	Centers for Disease Control and Prevention
CDPH	California Department of Public Health
DNA	Deoxyribonucleic Acid
EHR	Electronic Health Record
EZIZ	An Immunization Branch-operated website (eziz.org) with immunization training and resource materials.
FQHC	Federally Qualified Health Center
HBsAg	Hepatitis B Surface Antigen
HBV	Hepatitis B Vaccine
HL7	Health Level 7 (standards for data exchange)
IIS	Immunization Information System
IQIP	Immunization Quality Improvement for Providers
IZB	Immunization Branch (of CDPH)
IZB-supplied vaccine	Vaccine ordered through the CDPH Immunization Branch and supplied to LHD clinics or partners using state or federal (VFC and 317) funding sources.
LCR	Local CAIR representative (on CDPH IZB staff)
LHD	Local Health Department

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Abbreviation or term	Definition
LHD Primary Care Clinic	Clinic run or housed in LHD that serves as a medical home for its patients. Includes federally qualified health centers or look-alikes that are operated or housed in LHDs
LHJ	Local Health Jurisdiction
MCAH	Maternal Child and Adolescent Health
MCP	Medi-Cal Managed Care Plan
PEP	Post Exposure Prophylaxis
PVS	Post-Vaccination Serology
Tdap	Tetanus, Diphtheria, and Pertussis
TK/K	Transitional Kindergarten/Kindergarten
VFC	Vaccines for Children Program
VPDs	Vaccine-Preventable Disease(s)
WIC	Women, Infants, and Children

AWARD ATTACHMENTS

California Department of Public Health

1 NH23IP922612-01-00

1. Terms and Conditions

FUNDING RESTRICTIONS AND LIMITATIONS

Cost Limitations as stated in Appropriations Acts. Recipients must follow applicable fiscal year appropriations law in effect at the time of award. See AR-32 Appropriations Act, General Requirements: <https://www.cdc.gov/grants/additionalrequirements/ar-32.html>.

Though Recipients are required to comply with all applicable appropriations restrictions, please find below specific ones of note: CDC notes that the cited section for each below provision may change annually.

A. Cap on Salaries (Division H, Title II, General Provisions, Sec. 202): None of the funds appropriated in this title shall be used to pay the salary of an individual, through a grant or other extramural mechanism, at a rate in excess of Executive Level II.

Note: The salary rate limitation does not restrict the salary that an organization may pay an individual working under an HHS contract or order; it merely limits the portion of that salary that may be paid with federal funds.

B. Gun Control Prohibition (Div. H, Title II, Sec. 210): None of the funds made available in this title may be used, in whole or in part, to advocate or promote gun control.

C. Lobbying Restrictions (Div. H, Title V, Sec. 503):

- 503(a): No part of any appropriation contained in this Act or transferred pursuant to section 4002 of Public Law 111-148 shall be used, other than for normal and recognized executive-legislative relationships, for publicity or propaganda purposes, for the preparation, distribution, or use of any kit, pamphlet, booklet, publication, electronic communication, radio, television, or video presentation designed to support or defeat the enactment of legislation before the Congress or any State or local legislature or legislative body, except in presentation to the Congress or any State or local legislature itself, or designed to support or defeat any proposed or pending regulation, administrative action, or order issued by the executive branch of any State or local government itself.
- 503 (b): No part of any appropriation contained in this Act or transferred pursuant to section 4002 of Public Law 111-148 shall be used to pay the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before the Congress or any State government, State legislature or local legislature or legislative body, other than for normal and recognized executive-legislative relationships or participation by an agency or officer of a State, local or tribal government in policymaking and administrative processes within the executive branch of that government.
- 503(c): The prohibitions in subsections (a) and (b) shall include any activity to advocate or promote any proposed, pending or future federal, state or local tax increase, or any proposed, pending, or future requirement or restriction on any legal consumer product, including its sale or marketing, including but not limited to the advocacy or promotion of gun control.

For additional information, see Additional Requirement 12 at <http://www.cdc.gov/grants/additionalrequirements/index.html>.

D. Needle Exchange (Div. H, Title V, Sec. 520): Notwithstanding any other provision of this Act, no funds appropriated in this Act shall be used to carry out any program of distributing sterile needles or syringes for the hypodermic injection of any illegal drug.

E. Blocking access to pornography (Div. H, Title V, Sec. 521): (a) None of the funds made available in this Act may be used to maintain or establish a computer network unless such network blocks the viewing, downloading, and exchanging of pornography; (b) Nothing in subsection (a) shall limit the use of funds necessary for any federal, state, tribal, or local law enforcement agency or any other entity carrying out criminal investigations, prosecution, or adjudication activities.

REPORTING REQUIREMENTS

Audit Requirement Domestic Organizations An organization that expends \$750,000 or more in a fiscal year in federal awards shall have a single or program-specific audit conducted for that year in accordance with the provisions of 45 CFR Part 75. The audit period is an organization's fiscal year. The audit must be completed along with a data collection form (SF-SAC), and the reporting package shall be submitted within the earlier of 30 days after receipt of the auditor's report(s), or nine (9) months after the end of the audit period. The audit report must be sent to:

Federal Audit Clearing House Internet Data Entry System Electronic Submission:
[https://harvester.census.gov/facides/\(S\(0vkw1zaelyzibnahocga5i0\)\)/account/login.aspx](https://harvester.census.gov/facides/(S(0vkw1zaelyzibnahocga5i0))/account/login.aspx)

AND

Office of Grants Services, Financial Assessment and Audit Resolution Unit
Electronic Copy to: OGS.Audit.Resolution@cdc.gov

Audit requirements for Subrecipients to whom 45 CFR 75 Subpart F applies: The recipient must ensure that the subrecipients receiving CDC funds also meet these requirements. The recipient must also ensure to take appropriate corrective action within six months after receipt of the subrecipient audit report in instances of non-compliance with applicable federal law and regulations (45 CFR 75 Subpart F and HHS Grants Policy Statement). The recipient may consider whether subrecipient audits necessitate adjustment of the recipient's own accounting records. If a subrecipient is not required to have a program-specific audit, the recipient is still required to perform adequate monitoring of subrecipient activities. The recipient shall require each subrecipient to permit the independent auditor access to the subrecipient's records and financial statements. The recipient must include this requirement in all subrecipient contracts.

Required Disclosures for Federal Awardee Performance and Integrity Information System (FAPIS): Consistent with 45 CFR 75.113, applicants and recipients must disclose in a timely manner, in writing to the CDC, with a copy to the HHS Office of Inspector General (OIG), all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Subrecipients must disclose, in a timely manner in writing to the prime recipient (pass through entity) and the HHS OIG, all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Disclosures must be sent in writing to the assigned GMS/GMO identified in the NOA, and to the HHS OIG at the following address:

U.S. Department of Health and Human Services
Office of the Inspector General
ATTN: Mandatory Grant Disclosures, Intake Coordinator
330 Independence Avenue, SW
Cohen Building, Room 5527
Washington, DC 20201

Fax: (202)-205-0604 (Include "Mandatory Grant Disclosures" in subject line) or
Email: MandatoryGranteeDisclosures@oig.hhs.gov

Recipients must include this mandatory disclosure requirement in all subawards and contracts under this award.

Failure to make required disclosures can result in any of the remedies described in 45 CFR 75.371. Remedies for noncompliance, including suspension or debarment (See 2 CFR parts 180 and 376, and 31 U.S.C. 3321).

CDC is required to report any termination of a federal award prior to the end of the period of performance due to material failure to comply with the terms and conditions of this award in the OMB-designated integrity and performance system accessible through SAM (currently FAPIIS) (45 CFR 75.372(b)). CDC must also notify the recipient if the federal award is terminated for failure to comply with the federal statutes, regulations, or terms and conditions of the federal award (45 CFR 75.373(b)).

In addition, if the total value of currently active grants, cooperative agreements, and procurement contracts from all federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this federal award, the recipient must maintain the currency of information reported to the System for Award Management (SAM) and made available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)) about civil, criminal, or administrative proceedings described in section 1 of this award term and condition. This is a statutory requirement under section 872 of Public Law 110-417, as amended (41 U.S.C. 2313). As required by section 3010 of Public Law 111-212, all information posted in the designated integrity and performance system on or after April 15, 2011, except past performance reviews required for federal procurement contracts, will be publicly available.

1. Proceedings About Which You Must Report

Submit the information required about each proceeding that:

- a. Is in connection with the award or performance of a grant, cooperative agreement, or procurement contract from the federal government;
- b. Reached its final disposition during the most recent five year period; and
- c. If one of the following:
 - (1) A criminal proceeding that resulted in a conviction, as defined in paragraph 5 of this award term and condition;
 - (2) A civil proceeding that resulted in a finding of fault and liability and payment of a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more;
 - (3) An administrative proceeding, as defined in paragraph 5 of this award term and condition, that resulted in a finding of fault and liability and your payment of either a monetary fine or penalty of \$5,000 or more or reimbursement, restitution, or damages in excess of \$100,000; or

- (4) Any other criminal, civil, or administrative proceeding if:
- (i) It could have led to an outcome described in paragraph 2.c.(1), (2), or (3) of this award term and condition;
 - (ii) It had a different disposition arrived at by consent or compromise with an acknowledgement of fault on your part; and
 - (iii) The requirement in this award term and condition to disclose information about the proceeding does not conflict with applicable laws and regulations.

2. Reporting Procedures

Enter in the SAM Entity Management area the information that SAM requires about each proceeding described in section 1 of this award term and condition. You do not need to submit the information a second time under assistance awards that you received if you already provided the information through SAM because you were required to do so under federal procurement contracts that you were awarded.

3. Reporting Frequency

During any period of time when you are subject to this requirement in section 1 of this award term and condition, you must report proceedings information through SAM for the most recent five year period, either to report new information about any proceeding(s) that you have not reported previously or affirm that there is no new information to report. Recipients that have federal contract, grant, and cooperative agreement awards with a cumulative total value greater than \$10,000,000 must disclose semiannually any information about the criminal, civil, and administrative proceedings.

4. Definitions

For purposes of this award term and condition:

a. Administrative proceeding means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability (e.g., Securities and Exchange Commission Administrative proceedings, Civilian Board of Contract Appeals proceedings, and Armed Services Board of Contract Appeals proceedings). This includes proceedings at the federal and state level but only in connection with performance of a federal contract or grant. It does not include audits, site visits, corrective plans, or inspection of deliverables.

b. Conviction, for purposes of this award term and condition, means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere.

c. Total value of currently active grants, cooperative agreements, and procurement contracts includes—

(1) Only the federal share of the funding under any federal award with a recipient cost share or match;

(2) The value of all expected funding increments under a federal award and options, even if not yet exercised.

GENERAL REQUIREMENTS

Travel Cost: In accordance with HHS Grants Policy Statement, travel costs are allowable when the travel will provide a direct benefit to the project or program. To prevent disallowance of cost, the recipient is responsible for ensuring travel costs are clearly stated in their budget narrative and are applied in accordance with their organization's established travel policies and procedures. The recipient's established travel policies and procedures must also meet the requirements of 45 CFR Part 75.474.

Food and Meals: Costs associated with food or meals are allowable when consistent with applicable federal regulations and HHS policies. See <https://www.hhs.gov/grants/contracts/contract-policies-regulations/efficient-spending/index.html>. In addition, costs must be clearly stated in the budget narrative and be consistent with organization approved policies. Recipients must make a determination of reasonableness and organization approved policies must meet the requirements of 45 CFR Part 75.432.

Inventions: Acceptance of grant funds obligates recipients to comply with the standard patent rights clause in 37 CFR Part 401.14.

Publications: Publications, journal articles, etc. produced under a CDC grant supported project must bear an acknowledgment and disclaimer, and include the award number. For example:

This publication (journal article, etc.) was supported by Grant or Cooperative Agreement number 5UXXXXXXX, funded by the Centers for Disease Control and Prevention. Its contents are solely the responsibility of the authors and do not necessarily represent the official views of the Centers for Disease Control and Prevention or the Department of Health and Human Services.

Acknowledgment Of Federal Support: When issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with federal money, all awardees receiving federal funds, including and not limited to state and local governments and recipients of federal research grants, shall clearly state:

- Percentage of the total costs of the program or project which will be financed with federal money,
- Dollar amount of federal funds for the project or program, and
- Percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources.

Copyright Interests Provision: This provision is intended to ensure that the public has access to the results and accomplishments of public health activities funded by CDC. Pursuant to applicable grant regulations and CDC's Public Access Policy, Recipient agrees to submit into the National Institutes of Health (NIH) Manuscript Submission (NIHMS) system an electronic version of the final, peer-reviewed manuscript of any such work developed under this award upon acceptance for publication, to be made publicly available no later than 12 months after the official date of publication. Also at the time of submission, Recipient and/or the Recipient's submitting author must specify the date the final manuscript will be publicly accessible through PubMed Central (PMC). Recipient and/or Recipient's submitting author must also post the manuscript through PMC within twelve (12) months of the publisher's official date of final publication; however, the author is strongly encouraged to make the subject manuscript available as soon as possible. The recipient must obtain prior approval from the CDC for any exception to this provision.

The author's final, peer-reviewed manuscript is defined as the final version accepted for journal publication, and includes all modifications from the publishing peer review process, and all graphics and supplemental material associated with the article. Recipient and its submitting authors working under this award are responsible for ensuring that any publishing or copyright agreements concerning submitted article reserve adequate right to fully comply with this provision and the license reserved by CDC. The manuscript will be hosted in both

PMC and the CDC Stacks institutional repository system. In progress reports for this award, recipient must identify publications subject to the CDC Public Access Policy by using the applicable NIHMS identification number for up to three (3) months after the publication date and the PubMed Central identification number (PMCID) thereafter.

Disclaimer for Conference/Meeting/Seminar Materials: If a conference/meeting/seminar is funded by a grant, cooperative agreement, sub-grant and/or a contract, the recipient must include the following statement on conference materials, including promotional materials, agenda, and internet sites:

Funding for this conference was made possible (in part) by the Centers for Disease Control and Prevention. The views expressed in written conference materials or publications and by speakers and moderators do not necessarily reflect the official policies of the Department of Health and Human Services, nor does the mention of trade names, commercial practices, or organizations imply endorsement by the U.S. Government.

Logo Use for Conference and Other Materials: Neither the Department of Health and Human Services (HHS) nor the CDC logo may be displayed if such display would cause confusion as to the funding source or give false appearance of Government endorsement. Use of the HHS name or logo is governed by U.S.C. Part 1320b-10, which prohibits misuse of the HHS name and emblem in written communication. A non-federal entity is not authorized to use the HHS name or logo governed by U.S.C. Part 1320b-10. The appropriate use of the HHS logo is subject to review and approval of the HHS Office of the Assistant Secretary for Public Affairs (OASPA). Moreover, the HHS Office of the Inspector General has authority to impose civil monetary penalties for violations (42 CFR Part 1003).

Additionally, the CDC logo cannot be used by the recipient without the express, written consent of CDC. The Program Official/Project Officer identified in the NOA can assist with facilitating such a request. It is the responsibility of the recipient to request consent for use of the logo in sufficient detail to ensure a complete depiction and disclosure of all uses of the Government logos. In all cases for utilization of Government logos, the recipient must ensure written consent is received. Further, the HHS and CDC logo cannot be used by the recipient without a license agreement setting forth the terms and conditions of use.

Equipment and Products: To the greatest extent practical, all equipment and products purchased with CDC funds should be American-made. CDC defines equipment as tangible non-expendable personal property (including exempt property) charged directly to an award having a useful life of more than one year AND an acquisition cost of \$5,000 or more per unit. However, consistent with recipient policy, a lower threshold may be established. Please provide the information to the Grants Management Officer to establish a lower equipment threshold to reflect your organization's policy.

The recipient may use its own property management standards and procedures, provided it observes provisions in applicable grant regulations found at 45 CFR Part 75.

Federal Information Security Management Act (FISMA): All information systems, electronic or hard copy, that contain federal data must be protected from unauthorized access. This standard also applies to information associated with CDC grants. Congress and the OMB have instituted laws, policies and directives that govern the creation and implementation of federal information security practices that pertain specifically to grants and contracts. The current regulations are pursuant to the Federal Information Security

Management Act (FISMA), Title III of the E-Government Act of 2002, PL 107-347.

FISMA applies to CDC recipients only when recipients collect, store, process, transmit or use information on behalf of HHS or any of its component organizations. In all other cases, FISMA is not applicable to recipients of grants, including cooperative agreements. Under FISMA, the recipient retains the original data and intellectual property, and is responsible for the security of these data, subject to all applicable laws protecting security, privacy, and research. If/When information collected by a recipient is provided to HHS, responsibility for the protection of the HHS copy of the information is transferred to HHS and it becomes the agency's responsibility to protect that information and any derivative copies as required by FISMA. For the full text of the requirements under Federal Information Security Management Act (FISMA), Title III of the E-Government Act of 2002 Pub. L. No. 107-347, please review the following website: <https://www.gpo.gov/fdsys/pkg/PLAW-107publ347/pdf/PLAW-107publ347.pdf>.

Pilot Program for Enhancement of Contractor Employee Whistleblower Protections:

Recipients are hereby given notice that the 48 CFR section 3.908, implementing section 828, entitled "Pilot Program for Enhancement of Contractor Employee Whistleblower Protections," of the National Defense Authorization Act (NDAA) for Fiscal Year (FY) 2013 (Pub. L. 112-239, enacted January 2, 2013), applies to this award.

Federal Acquisition Regulations

As promulgated in the Federal Register, the relevant portions of 48 CFR section 3.908 read as follows (note that use of the term "contract," "contractor," "subcontract," or "subcontractor" for the purpose of this term and condition, should be read as "grant," "recipient," "subgrant," or "subrecipient"):

3.908 Pilot program for enhancement of contractor employee whistleblower protections.

3.908-1 Scope of section.

(a) This section implements 41 U.S.C. 4712.

(b) This section does not apply to-

- (1) DoD, NASA, and the Coast Guard; or
- (2) Any element of the intelligence community, as defined in section 3(4) of the National Security Act of 1947 (50 U.S.C. 3003(4)). This section does not apply to any disclosure made by an employee of a contractor or subcontractor of an element of the intelligence community if such disclosure-
 - (i) Relates to an activity of an element of the intelligence community; or
 - (ii) Was discovered during contract or subcontract services provided to an element of the intelligence community.

3.908-2 Definitions.

As used in this section-

"Abuse of authority" means an arbitrary and capricious exercise of authority that is inconsistent with the mission of the executive agency concerned or the successful performance of a contract of such agency.

"Inspector General" means an Inspector General appointed under the Inspector General Act of 1978 and any Inspector General that receives funding from, or has oversight over contracts awarded for, or on behalf of, the executive agency concerned.

3.908-3 Policy.

(a) Contractors and subcontractors are prohibited from discharging, demoting, or otherwise discriminating against an employee as a reprisal for disclosing, to any of the entities listed at paragraph (b) of this subsection, information that the employee reasonably believes is evidence of gross mismanagement of a federal contract, a gross waste of federal funds, an abuse of authority relating to a federal contract, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal contract (including the competition for or negotiation of a contract). A reprisal is prohibited even if it is undertaken at the request of an executive branch official, unless the request takes the form of a non-discretionary directive and is within the authority of the executive branch official making the request.

(b) Entities to whom disclosure may be made.

(1) A Member of Congress or a representative of a committee of Congress.

(2) An Inspector General.

(3) The Government Accountability Office.

(4) A federal employee responsible for contract oversight or management at the relevant agency.

(5) An authorized official of the Department of Justice or other law enforcement agency.

(6) A court or grand jury.

(7) A management official or other employee of the contractor or subcontractor who has the responsibility to investigate, discover, or address misconduct.

(c) An employee who initiates or provides evidence of contractor or subcontractor misconduct in any judicial or administrative proceeding relating to waste, fraud, or abuse on a federal contract shall be deemed to have made a disclosure.

3.908-9 Contract clause.

Contractor Employee Whistleblower Rights and Requirement to Inform Employees of Whistleblower Rights (Sept. 2013)

(a) This contract and employees working on this contract will be subject to the whistleblower rights and remedies in the pilot program on Contractor employee whistleblower protections established at 41 U.S.C. 4712 by section 828 of the National Defense Authorization Act for Fiscal Year 2013 (Pub. L. 112-239) and FAR 3.908.

(b) The Contractor shall inform its employees in writing, in the predominant language of the workforce, of employee whistleblower rights and protections under 41 U.S.C. 4712, as described in section 3.908 of the Federal Acquisition Regulation.

(c) The Contractor shall insert the substance of this clause, including this paragraph (c), in all subcontracts over the simplified acquisition threshold.

**CDPH Immunization Branch
Funding Application for Immunization Branch Subvention Grant Funds**

Exhibit B - Budget A1

	Budget (*Year 1) 07/01/2017 to 06/30/2018	Budget (**Year 2) 07/01/2018 to 06/30/2019	Budget (**Year 3) 07/01/2019 to 06/30/2020	Budget (**Year 4) 07/01/2020 to 06/30/2021	Budget (**Year 5) 07/01/2021 to 06/30/2022
I. County of Inyo	\$ 39,543	\$ 39,543	\$ 37,170	\$ 37,170	\$ 37,170
II. (Subgrantee, if any) _____	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 39,543	\$ 39,543	\$ 37,170	\$ 37,170	\$ 37,170

**Year 1 Budget, FY 2017-18 is 100% Prevention and Public Health Funds (PPHF) Funded*

***Program will provide funding source as it becomes available for the subsequent fiscal years.*

Total Funding for 5-Year Term:	\$ 190,596
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**CDPH Immunization Branch
Funding Application for Immunization Subvention Grant Funds**

**Exhibit B - Budget A1
Year 3
(07/01/2019 - 06/30/2020)**

Grant Agreement #: 17-10320

Form 5C

	% of time or hours on project	Monthly salary range or hourly rate	Total
I. Personnel			
Public Health Nurse/Registered Nurse	20%	\$ 40.94 \$	17,033.00
Office Tech III	15%	\$ 27.82 \$	8,681.00
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
Total Personnel Expenses		\$	25,714.00
II. Fringe Benefits (39.1855% of Personnel)		\$	10,076.00
III. Operating Expenses or General Expenses		\$	880.00
Office/Clinic Supplies		\$	880.00
Printing		\$	-
Health Education		\$	-
Other		\$	-
IV. Equipment Expenses		\$	-
V. Travel Expenses		\$	500.00
In-State Travel		\$	500.00
Out-of-State Travel		\$	-
(The Grantee shall be reimbursed for the actual claimed and invoiced)			
VI. Subgrantee Expenses (if any)		\$	-
_____ (Name of Subgrantee)			
VII. Indirect Costs (Approved ___% of total Personnel Costs or total Direct Costs)		\$	-
<input type="checkbox"/> Approved ___% of total Personnel Costs			
<input type="checkbox"/> Approved ___% of total Direct Costs			
VIII. Total Expenses		\$	37,170.00

**CDPH Immunization Branch
Funding Application for Immunization Subvention Grant Funds**

**Exhibit B - Budget A1
Year 4
(07/01/2020 - 06/30/2021)**

Grant Agreement #: 17-10320

Form 5D

	% of time or hours on project	Monthly salary range or hourly rate	Total
I. Personnel			
Public Health Nurse/Registered Nurse	20%	\$ 40.94 \$	17,033.00
Office Tech III	15%	\$ 27.82 \$	8,681.00
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
Total Personnel Expenses		\$	25,714.00
 II. Fringe Benefits (39.1855% of Personnel)		\$	10,076.00
 III. Operating Expenses or General Expenses		\$	880.00
Office/Clinic Supplies		\$	880.00
Printing		\$	-
Health Education		\$	-
Other		\$	-
 IV. Equipment Expenses		\$	-
 V. Travel Expenses		\$	500.00
In-State Travel		\$	500.00
Out-of-State Travel		\$	-
(The Grantee shall be reimbursed for the actual claimed and invoiced)			
 VI. Subgrantee Expenses (if any)		\$	-
_____ (Name of Subgrantee)			
 VII. Indirect Costs (Approved ___% of total Personnel Costs or total Direct Costs)		\$	-
<input type="checkbox"/> Approved ___% of total Personnel Costs			
<input type="checkbox"/> Approved ___% of total Direct Costs			
 VIII. Total Expenses		\$	37,170.00

**CDPH Immunization Branch
Funding Application for Immunization Subvention Grant Funds**

**Exhibit B - Budget A1
Year 5
(07/01/2021 - 06/30/2022)**

Grant Agreement #: 17-10320

Form 5E

	% of time or hours on project	Monthly salary range or hourly rate	Total
I. Personnel			
Public Health Nurse/Registered Nurse	20%	\$ 40.94 \$	17,033.00
Office Tech III	15%	\$ 27.82 \$	8,681.00
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
Total Personnel Expenses		\$	25,714.00
II. Fringe Benefits (39.1855% of Personnel)		\$	10,076.00
III. Operating Expenses or General Expenses		\$	880.00
Office/Clinic Supplies		\$	880.00
Printing		\$	-
Health Education		\$	-
Other		\$	-
IV. Equipment Expenses		\$	-
V. Travel Expenses		\$	500.00
In-State Travel		\$	500.00
Out-of-State Travel		\$	-
(The Grantee shall be reimbursed for the actual claimed and invoiced)			
VI. Subgrantee Expenses (if any)		\$	-
_____ (Name of Subgrantee)			
VII. Indirect Costs (Approved ___% of total Personnel Costs or total Direct Costs)		\$	-
<input type="checkbox"/> Approved ___% of total Personnel Costs			
<input type="checkbox"/> Approved ___% of total Direct Costs			
VIII. Total Expenses		\$	37,170.00



County of Inyo



Water Department

DEPARTMENTAL - ACTION REQUIRED

MEETING: August 27, 2019

FROM: Water Department

RE: Ratify and Approve Amendment Two between the County of Inyo and Environmental Science Associates (ESA) for the Owens River Water Trail (ORWT) CEQA Study

RECOMMENDED ACTION:

Request Board ratify and approve Amendment No. 2 to the contract between Inyo County and Environmental Science Associates (ESA) for the Owens River Water Trail (ORWT) CEQA Study, extending the term of the contract to October 31, 2019, and authorize the Chairperson to sign, contingent upon all appropriate signatures being obtained.

SUMMARY/JUSTIFICATION:

Your Board approved a contract with Environmental Science Associates (ESA) on September 19, 2017 to complete a CEQA study (EIR) on the Owens River Water Trail Project. The contract would have expired on November 1, 2018, but the term was extended by amendment One on June 26, 2018, which extended the term to August 1, 2019.

Further delays in completing the CEQA document related to the loss of lead staff at ESA, a recommendation by counsel to circulate the Administrative Draft Environmental Impact Report (DEIR) to seek comments, and an unexpected volume of comments. Amendment two would extend the contract to October 31, 2019.

BACKGROUND/HISTORY OF BOARD ACTIONS:

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Not approve the amendment. This option would require staff to complete the CEQA study without the assistance of ESA.

OTHER AGENCY INVOLVEMENT:

FINANCING:

Funding was provided for through an agreement between LADWP and Inyo County. Funds were received and budgeted in the Water Department budget (024102) Professional Services (5265).

ATTACHMENTS:

1. Contract Amendment 2

**AMENDMENT NUMBER _____ TO
AGREEMENT BETWEEN THE COUNTY OF INYO AND

FOR THE PROVISION OF INDEPENDENT CONTRACTOR SERVICES**

WHEREAS, the County of Inyo (hereinafter referred to as "County") and _____, of _____ (hereinafter referred to as "Contractor"), have entered into an Agreement for the Provision of Independent Contractor Services dated _____, on County of Inyo Standard Contract No. _____, for the term from _____ to _____.

WHEREAS, County and Contractor do desire and consent to amend such Agreement as set forth below;

WHEREAS, such Agreement provides that it may be modified, amended, changed, added to, or subtracted from, by the mutual consent of the parties thereto, if such amendment or change is in written form, and executed with the same formalities as such Agreement, and attached to the original Agreement to maintain continuity.

County and Contractor hereby amend such Agreement as follows:

The effective date of this Amendment to the Agreement is _____.

All the other terms and conditions of the Agreement are unchanged and remain the same.

**AMENDMENT NUMBER _____ TO
AGREEMENT BETWEEN THE COUNTY OF INYO AND**

FOR THE PROVISION OF INDEPENDENT CONTRACTOR SERVICES

IN WITNESS THEREOF, THE PARTIES HERETO HAVE SET THEIR HANDS AND SEALS THIS
_____ DAY OF _____, _____.

COUNTY OF INYO

By: _____

Dated: _____

CONTRACTOR

By: _____

Signature

Type or Print

Dated: _____

APPROVED AS TO FORM AND LEGALITY:

County Counsel

APPROVED AS TO ACCOUNTING FORM:

County Auditor

APPROVED AS TO PERSONNEL REQUIREMENTS:

Personnel Services

APPROVED AS TO RISK ASSESSMENT:

County Risk Manager



County of Inyo



Clerk of the Board

DEPARTMENTAL - ACTION REQUIRED

MEETING: August 27, 2019

FROM: Assistant Clerk of the Board

RE: Approval of Board of Supervisors meeting minutes

RECOMMENDED ACTION:

Request Board approve the minutes of the regular Board of Supervisors meetings of August 6, 2019 and August 20, 2019.

SUMMARY/JUSTIFICATION:

The Board is required to keep minutes of its proceedings. Once the draft minutes have been approved by the Board, they will be posted for the public on the County's website: www.inyocounty.us.

BACKGROUND/HISTORY OF BOARD ACTIONS:

N/A

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

N/A

OTHER AGENCY INVOLVEMENT:

N/A

FINANCING:

N/A

ATTACHMENTS:



County of Inyo



Health & Human Services - Social Services

TIMED ITEMS - NO ACTION REQUIRED

MEETING: August 27, 2019

FROM: Marilyn Mann

RE: Presentation on In-Home Supportive Services (IHSS)

RECOMMENDED ACTION:

Health and Human Services - Request Board receive presentation Health and Human Services and Life, Remedies, and Celebrations on In Home Supportive Services (IHSS) program.

SUMMARY/JUSTIFICATION:

In-Home Supportive Services (IHSS) program provides in-home assistance to eligible aged, blind and disabled individuals as an alternative to out-of-home care, allowing recipients to remain safely in their own homes. The administration of IHSS is a complex partnership that includes the program recipients, who hire their caregivers; the California Department of Social Services (CDSS), who establishes the governing regulations for eligibility determination and service authorization; Department of Health Care Services (DHCS), who funds the services through the Medi-Cal program; the county, who conducts both Medi-Cal and IHSS eligibility determination and authorizes service hours; public authorities/nonprofit consortiums, who act as the Employer-of-Record and are responsible for negotiating on behalf of the county with the provider union; program advocates; and providers and their union.

IHSS is currently comprised of four programs:

- IHSS-Residual (IHSS-R), the original program, is a state-and-county funded program with 65% State and 35% county dollars of the non-federal share. IHSS-R recipients make up less than 1.5% of the overall IHSS population.
- The Personal Care Services Program (PCSP) PCSP recipients are eligible for full-scope Federal Financial Participation (FFP), and these Medi-Cal services are funded with 50% Federal, 32.5 % State, and 17.5% County dollars. PCSP recipients make up about 53% of the overall IHSS population.
- The IHSS Plus Option (IPO) recipients are also eligible for full-scope FFP Medi-Cal. IPO provides assistance to recipients who have parent-of-minor or spouse providers, or who receive Advance Pay (AP) and/or Restaurant Meal Allowance (RMA). IPO recipients make up a little over 2.5% of the overall IHSS population.
- The Community First Choice Option (CFCO) was established through the Affordable Care Act of 2010 (enacted March 23, 2010) as a new State Plan option. CFCO provides home and community-based attendant services and supports for individuals who meet specific eligibility requirements. CFCO provides States with 6% additional federal funding for services and supports. CFCO recipients make up about 43% of the overall IHSS population. The complexity of the program is not only seen in the types of programming offered, but also in the way it is administered. This workshop will provide the Board with an overview of the roles of the recipients, providers, the

state, the employer of record, and the county, as well as how these roles intersect.

BACKGROUND/HISTORY OF BOARD ACTIONS:

NA

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

The Board could choose not to hear the presentation.

OTHER AGENCY INVOLVEMENT:

Life, Remedies, and Celebrations (LRC) and Service Employees International Union (SEIU)

FINANCING:

NA

ATTACHMENTS: