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COUNTY OF SAN MATEO  
Departmental Correspondence

DATE **APR 18 2001**  
HEARING DATE **APR 24 2001**

TO Honorable Board of Supervisors  
FROM Timothy B. McMurdo, Director, Hospital and Clinics Division  
SUBJECT Acceptance of the Susan G. Komen Breast Cancer Foundation  
and Kristi Yamaguchi's Always Dream Foundation Grant

RECOMMENDATION

- 1 Adopt a Resolution authorizing the President of the Board to accept a Susan G. Komen Breast Cancer Foundation and Kristi Yamaguchi's Always Dream Foundation Grant in the amount of \$90,020
- 2 Approve an Appropriation Transfer Request (ATR) in the amount of \$90,020

Background and Discussion

Since its founding in 1988, the San Francisco Bay Area Affiliate of the Susan G. Komen Breast Cancer Foundation has awarded over \$1 million in grants to provide mammography screening and diagnostic services for uninsured women. In 1998, the Komen Affiliate formed a task force to determine how best to fulfill its commitment to promoting early detection of breast cancer among low-income women. A special grant was created through the Komen Foundation and the Kristi Yamaguchi Always Dream Foundation to support mammography services for low income women. Nine counties in the Bay Area region could apply for these funds.

On average, fourteen clients are seen in mammography each day. In order to operate an FDA certified mammography unit, the department must provide reporting of patient outcomes and documentation of patient follow-up and care. The current SMS software used in the mammography unit is not capable of tracking and reporting on patient care and outcomes. The staff on the unit have had to track and report this patient information manually using physician and pathology reports, hand-written log books, and letter notification of follow-up services to patients. The funding from this grant will allow the unit to purchase an upgraded SMS software system that has both reporting and tracking capabilities integrated with the registration process.

This mammography module will provide automated tracking and monitoring of mammography results to insure patient follow-up and care. In addition, this software will provide a database of all mammography patients, including mammography history, exam findings and patient care and outcomes.

Board of Supervisor  
Susan G Komen Breast Cancer Foundation and  
Kristi Yamaguchi's Always Dream Foundation Grant  
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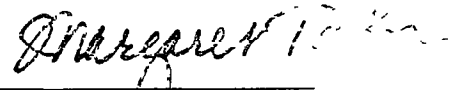
The Information Services Department has been involved in the selection process of the new SMS software to ensure system integration and compatibility

Fiscal Impact

The total cost of the one-time license fee, installation fees, and support for the mammography module is \$139,535. San Mateo County Hospital and Clinics was awarded \$90,020 by the Komen Foundation. This amount will be used to pay for the installation and support fees for the mammography module. The one-time license fee in the amount of \$49,515 will be paid for through savings in the current Radiology Department operating budget. The Equipment Maintenance (account no 5419) budgeted amount has a projected savings of \$51,000. This was created because of delays in equipment being delivered and installed.

The Susan G Komen Foundation grant period is January 1, 2001 through December 31, 2001. No staff positions are funded through this grant.

RECOMMENDED



Health Services



RESOLUTION NO \_\_\_\_\_

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

\* \* \* \* \*

RESOLUTION ACCEPTING A GRANT  
FROM THE SUSAN G KOMEN BREAST CANCER FOUNDATION  
AND KRISTI YAMAGUCHI'S ALWAYS DREAM FOUNDATION AND  
APPROVING AN APPROPRIATION TRANSFER REQUEST IN THE AMOUNT OF \$90,020

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California,  
that.

WHEREAS, the Susan G Komen Foundation and Kristi Yamaguchi's Always Dream Foundation created a special grant fund for the purpose of supporting programs to promote and provide mammography screening and/or breast cancer diagnostic services to underserved women within the nine-county Bay Area region, and

WHEREAS, the purpose of the Susan G Komen Breast Cancer Foundation and Kristi Yamaguchi's Always Dream Foundation is to promote the early detection of breast cancer among low-income women, and

WHEREAS, Nine counties in the Bay Area region were given the opportunity to apply for Susan G Komen Foundation and Kristi Yamaguchi Always Dream Foundation grant funds, and

WHEREAS, Susan G Komen Foundation and Kristi Yamaguchi Foundation has granted San Mateo County General Hospital \$90,020 to purchase mammography software, a technology which includes an automated system to track mammography results and patient selected care plan,

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the Board of Supervisors accept the Susan G Komen Foundation and Kristi Yamaguchi Foundation grant in the amount of \$90,020 for mammography software and approve an Appropriation Transfer Request (ATR) in the amount of \$90,020

**COUNTY OF SAN MATEO  
APPROPRIATION TRANSFER REQUEST**

REQUEST NO

DEPARTMENT Health Services - San Mateo County General Hospital Radiology

DATE 03-15-01

REQUEST TRANSFER OF APPROPRIATIONS AS LISTED BELOW:

C O D E S		AMOUNT	DESCRIPTION
FUND OR ORG	ACCOUNT		
From	66450	2655	90,020   00 Other Foundation Grants
To	66450	5214	90,020   00 Proprietary Software Purchase

Justification (Attach Memo if Necessary) This ATR will appropriate funding to pay for the installation and support fees of an upgraded SMS software system that will enhance reporting and tracking capabilities. Funding will come from the Susan G. Komen Breast Cancer Foundation and Kristi Yamaguchi's Always Dream Foundation Grants. There is no change in Net County Cost.

DEPARTMENT HEAD

BY: *[Signature]* DATE 3/30/01

2  Board Action Required  Four-Fifths Vote Required  Board Action Not Required

COUNTY CONTROLLER

BY: \_\_\_\_\_ DATE \_\_\_\_\_

3  Approve as Requested  Approve as Revised  Disapprove

COUNTY MANAGER

BY: \_\_\_\_\_ DATE \_\_\_\_\_

**DO NOT WRITE BELOW THIS LINE — FOR BOARD OF SUPERVISORS' USE ONLY**

BOARD OF SUPERVISORS COUNTY OF SAN MATEO STATE OF CALIFORNIA  
RESOLUTION TRANSFERRING FUNDS

RESOLUTION NO \_\_\_\_\_

RESOLVED by the Board of Supervisors of the County of San Mateo that

WHEREAS the Department hereinabove named in the Request for Appropriation Allotment or Transfer of Funds has requested the transfer of certain funds as described in said Request and

WHEREAS the County Controller has approved said Request as to accounting and available balances and the County Manager has recommended the transfer of funds as set forth hereinabove:

NOW THEREFORE IT IS HEREBY ORDERED AND DETERMINED that the recommendations of the County Manager be approved and that the transfer of funds as set forth in said Request be effected.

Regularly passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_.

Ayes and in favor of said resolution

Noes and against said resolution:

Supervisors:

Supervisors:

County of San Mateo  
Health Services Agency

ATR/AER Form

Controller's ATR Number

Department. Health Services Agency  
Division. San Mateo County General Hospital Radiology-Mammography Module

Type of Transaction  ATR  AER  
Status of Transaction  One-Time  On-Going

Title. SMCGH-Implement the Susan G Komen Breast Cancer Foundation and Kristi Yamaguchi's Always Dream Foundation Grants

Justification: This ATR will appropriate funding to pay for the installation and support fees of an upgraded SMS software system that will enhance reporting and tracking capabilities. Funding will come from the Susan G Komen Breast Cancer Foundation and Kristi Yamaguchi's Always Dream Foundation Grants. There is no change in Net County Cost.

TO BP:	66000BP	Total:	90 020 00
FROM BP:	66000BP	Total:	90 020.00
		Net Change	0.00

From/To	Sub Account	Account Description	Transfer Amt
66450	5214	Proprietary Software Purchase	90,020 00
		Appropriation Total	90 020 00
66450	2655	Other Foundation Grants	90 020 00
		Revenue Total	90 020 00
		Net County Cost	0 00

**THE SUSAN G. KOMEN BREAST CANCER FOUNDATION  
Bay Area Affiliate**

**GRANT CONTRACT**

**DATE: January 10, 2001**

**GRANTEE: San Mateo County General Hospitals and Clinics**

**TITLE OF PROJECT: Mammography Software**

**PROJECT DIRECTOR: Gayle Hawkins**

**GRANT PERIOD: January 1, 2001 to December 31, 2001**

**GENERAL CONDITIONS:**

The Bay Area Affiliate of The Susan G Komen Breast Cancer Foundation (“Komen”) does hereby grant **San Mateo County General Hospitals and Clinics** (“Grantee”) funds in the amount of **\$90,020** (“Grant Funds”) subject to the following terms and conditions

- 1 Grant Funds are to be applied as set forth in the budget (“Budget”) in Grantee’s grant application to Komen received by Komen on or before the application deadline of August 15, 2000
- 2 Grant Funds must be expended as set forth in the Budget and no changes or modifications to the Budget or to the project as described in the Grant Application may be made without the prior written approval of Komen
- 3 Grantee shall return to Komen any and all Grant Funds upon the occurrence of any one or more of the following events
  - a The Grant Funds cannot be expended in accordance with the Budget,
  - b The breast cancer project described in the grant proposal changes and any or all of these changes are not approved by Komen,
  - c Grantee does not comply, in the determination of Komen’s Grants Committee and its Board of Directors with the terms of this contract and its Attachment, or
  - d Grantee loses its United States Internal Revenue Service tax-exempt status
- 4 Grant Funds shall be payable in one installment of **\$90,020**

- 5 Grantee shall submit to Komen the following.
  - a Mid-term progress report on June 30, 2001 and shall include, but not be limited to
    - progress of project toward meeting objectives outlined in Grant Application,
    - number of people served,
    - notice or receipt of other sources of support for this project,
    - copy or examples of all materials produced,
    - accounting of the Grant Funds expended
  - b Copies of all news releases, articles and any other materials, pictures, etc which may develop in connection with this grant award These copies should be furnished prior to publication, or as soon thereafter as possible
  - c By January 31, 2002, a final report according to Attachment A of this contract The final report should include an accounting of the Grant Funds expended during the term of this contract and be signed by the chief financial officer of the Grantee organization
  
- 6 Komen may release information regarding this grant as well as the progress reports and final report to the general public and news media Grantee represents to Komen that it has the authority to grant Komen the right to publish the works and any photographs relating to this project
  
- 7 Grantee will make every effort to release information regarding this grant to the public and news media
  
- 8 Grantee agrees to acknowledge Komen as a funding source on all publications related to this grant award Use of the Komen cameo logo must be approved by the Komen affiliate before such use
  
- 9 This grant is accepted by Grantee with the understanding that Komen is not obligated to provide additional support
  
- 10 Grantee will cooperate with Komen in supplying additional information or in complying with any procedures which might be required by any governmental agency in order for Komen to establish that it has observed all requirements of the law with respect to this grant
  
- 11 All officers and individuals executing this agreement certify and warrant that they have the capacity and have been duly authorized to execute this contract on behalf of the entities so indicated and that no additional authorization or approval is required
  
- 12 Both parties agree that this contract shall be interpreted in accordance with the laws of the

State of California and that venue shall lie in the District Courts of San Francisco County, for the purpose of any lawsuit regarding this contract

This grant is expressly conditional upon Grantee's acceptance of the terms and conditions set forth above and in Attachment A. The signature on this contract by an authorized representative of San Mateo County General Hospitals and Clinics represents San Mateo County General Hospitals and Clinics's acceptance of this award and agreement to comply with all of the above terms and conditions

#### ATTACHMENT A

The mid-term report (due June 30, 2001) and the final report (due January 31, 2002) must include the following information

- a. Details of the purchase, installment, training on and use of software purchased with these funds
- b. Definition and explanation of progress made toward reaching the specific objectives outlined in the original grant application and this Attachment
- c. Short summary evaluating how the funding received from the Komen Foundation impacted this project and the future plans for the project.
- d. Has Komen funding allowed you to meet criteria in order to apply to, or be more competitively reviewed by, other agencies for funding? If so, please include a listing of those grants received (i.e. NIH, ACS, etc.)
- e. The mid-term report must be accompanied by an accounting of the Grant Funds used to date by category and with a comparison to the budget submitted in the grant application. The final report must be accompanied by a comprehensive accounting of the grant funds used for the entire term of the grant period

A liaison from the Komen Grants Committee will be appointed to be a contact with the San Mateo County General Hospitals and Clinics on this project. Questions, issues, and concerns regarding the project, the contract, or Komen's expectations should be brought to the attention of the liaison at the earliest possible time.



January 10, 2001



Gayle Hawkins  
Clinical Services Manager  
San Mateo County General Hospitals and Clinics  
222 W 39<sup>th</sup> Ave  
San Mateo, CA 94403

Re Mammography Software

Dear Ms Hawkins

As you requested, the Komen Foundation will grant the San Mateo County General Hospitals and Clinics \$90,020 for Mammography Software in one installment. Please note the change in this revised contract also of your Mid-term report detailing the purchase, installment process, training and use of the software. Please use the enclosed revised contract indicating acceptance of the conditions of the grant with the signature page from your previous copies and return them to the Komen office.

Bay Area Affiliate  
The Susan G. Komen Breast Cancer Foundation  
Attn: Grants Committee  
P O Box 29316  
San Francisco, CA 94129-0316

Upon receipt of the signed documents, the first disbursement of the award will be mailed along with an original signature page of the contract signed by all parties.

Best Regards,

A handwritten signature in cursive script, appearing to read "Leslie L. Van Houten".

Leslie L. Van Houten  
Grants Committee Co-Chair