

COUNTY OF SAN MATEO
Departmental Correspondence

DATE: AUG 28 2001

HEARING DATE: SEP 11 2001

TO: Honorable Board of Supervisors

FROM: Margaret Taylor, Acting CEO, Hospital and Clinics *MT*

SUBJECT: California Department of Health Services Grant Award for Medi-Cal and Healthy Families Outreach and Enrollment

RECOMMENDATION

1. Adopt a resolution authorizing Health Services to accept grant funding in the amount of \$230,000 for FY 2001-02 from the California Department of Health Services for Medi-Cal and Healthy Families outreach and enrollment activities
2. Adopt an ordinance amending the Salary Ordinance by adding three unclassified Patient Services Assistant II positions.
3. Approve an ATR in the amount of \$230,000 for FY 2001-02.

Background

According to UCLA Center for Health Policy Research, 14 percent or 25,700 of San Mateo County's population age 0 – 18 was uninsured in 1999. Using the Center's overall eligibility criteria, Health Services estimates that 10,200 of these uninsured children were eligible for Medi-Cal and 7,450 were eligible for Healthy Families. Several County clinics have found a high uninsurance rate among their patient populations. For example, nearly three-quarters of the unduplicated clients at the County's North County Health Clinic in 1998-99 were uninsured. Health Services believes many of these uninsured clinic patients could be eligible for Medi-Cal and Healthy Families.

Several California counties have found the most effective way to improve health coverage is by assisting clients move through the complicated enrollment process. These efforts focus on informing consumers of the need and availability of health coverage options, actively linking them to health coverage for which they are eligible, and following up to ensure they utilize services and maintain their eligibility.

The division of Hospital and Clinics was recently awarded a Community Access Program (CAP) grant to expand efforts to reach and enroll more uninsured families in cultural, community and employer networks and to increase our capacity to effectively serve more uninsured patients.

This new grant from the California Department of Health Services has the same focus, and will supplement these efforts.

Discussion

In May 2001, San Mateo County Health Services applied for a California Department of Health Services Healthy Families/Medi-Cal Outreach Campaign grant to maximize health coverage for its uninsured children and families. The grant aims to bring together San Mateo County Health Services, California Healthcare Initiative, Inc., the Childcare Coordinating Council, and Pacific Islander Outreach, Inc. in order to coordinate outreach and enrollment activities in Daly City, South San Francisco, East Palo Alto, and unincorporated areas of Menlo Park and Redwood City. Through this grant, Health Services will hire three unclassified Patient Services Assistants to collaborate with the community and the Human Services Agency to provide 1) linguistically and culturally specific outreach to hard-to-reach children and families in targeted geographic areas, 2) large-scale enrollment events offering incentives to enrollees, 3) enrollment activities linked to community-based agencies, 4) health enrollment follow-up, and 5) health care utilization and re-enrollment assistance. In July 2001, the California DHS awarded Health Services a two-year grant for \$230,000 per year to pay for this project.

Performance Measures

Measure	Goal FY 2001-02
Decrease the number of uninsured in San Mateo County by enrolling residents in the health insurance plan for which they are eligible.	3,600 residents enrolled in a health insurance plan

Term and Fiscal Impact

The term of this grant is July 1, 2001 through June 30, 2003 for the amount of \$230,000 per year for 2 years. Costs for the three unclassified Patient Services Assistant II positions are fully paid for through the grant funding. These positions will be eliminated if additional funding is not secured by the end of this grant period. There is no net county cost associated with the services provided through this grant.

**COUNTY OF SAN MATEO
APPROPRIATION TRANSFER REQUEST**

REQUEST NO

DEPARTMENT Health Services - Community Health Clinics

DATE 08-06-01

1. REQUEST TRANSFER OF APPROPRIATIONS AS LISTED BELOW:

	C O D E S		AMOUNT	DESCRIPTION
	FUND OR ORG.	ACCOUNT		
From	68160	1768	230,000 00	Other State Health Programs
To	68160	4111	94,640 00	Regular Hour-Perm Position
	68160	4311	31,231 00	FICA
	68160	Various See Attached	104,129 00	Services and Supplies

Justification. (Attach Memo if Necessary) This ATR will appropriate funding to pay for the cost of salaries, benefits, consultant/contracts and other services and supplies to maximize Healthy Family and Medi-Cal health insurance coverage within the County. Funding will come from the CA Healthy Families/Medi-Cal for Children Outreach Campaign Grant. There is no change in County Cost.

DEPARTMENT HEAD *CLM*

BY: *Margaret Taylor*

DATE 8/2

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

Remarks:

COUNTY CONTROLLER

BY: _____ DATE _____

3. Approve as Requested Approve as Revised Disapprove

Remarks:

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: _____

ATR/AER Form

Controller's ATR Number

Department: Health Services Agency
Division: Community Health Clinics

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

Title: CHC-Healthy Families/Medi-Cal for Children Outreach Campaign Grant

Justification: This ATR will appropriate funding to pay for the cost of salaries and benefits, consultant/contracts and other services and supplies to maximize Healthy Families and Medi-Cal health insurance coverage within the County. Funding will come from the CA DHS Healthy Families/Medi-Cal for Children Outreach Campaign Grant. There is no change in Net County Cost.

TO BP: 68500BP Total: 230,000.00
FROM BP:68500BP Total: 230,000.00
Net Change: 0.00

From/To	Sub Account	Account Description	Transfer Amt.
68160	4111	Regular Hour-Perm Positions	94,640.00
68160	4311	FICA	31,231.00
68160	5191	Outside Printing & Copy Svc	7,000.00
68160	5193	General Office Supplies	1,000.00
68160	5197	Postage & Mailing Expense	1,000.00
68160	5199	Other Office Expense	1,000.00
68160	5641	Telephone Charges	1,500.00
68160	5724	Other Business Travel Expense	8,629.00
68160	5858	Other Professional Contract Svc.	61,000.00
68160	5876	Other Professional Services	15,000.00
68160	5869	Other Special Dept. Expense	8,000.00
Appropriation Total			<u>230,000.00</u>
68160	1768	Other State Health Programs	230,000.00
Revenue Total			<u>230,000.00</u>
Net County Cost			<u>0.00</u>

DEPARTMENT OF HEALTH SERVICES

714/744 P Street
P.O. Box 942732
Sacramento, CA 94234-7320
(916) 323-7406



June 29, 2001

NOTICE OF INTENT TO AWARD

Heather Ledesma
San Mateo County Health Services Agency
225 37th Street
San Mateo, CA 94403

SUBJECT: HEALTHY FAMILIES/MEDI-CAL FOR CHILDREN OUTREACH CONTRACT

Dear HF/MCC Applicant:

The Department of Health Services is pleased to provide this Notice of Intent to Award to your agency in the amount of \$230,000 in State fiscal year 2001-02 for the Community-Based Outreach component of the Healthy Families/Medi-Cal for Children (HF/MCC) program. This Notice is a result of your application submitted in response to the HF/MCC Request for Application. The Department will contact your agency to begin Scope of Work and Budget negotiations the week of July 2, 2001.

Final award of a contract is contingent upon negotiation of the terms and conditions of the award, the Budget and the Scope of Work, including enrollment goals. The contract term is for two fiscal years, July 1, 2001 through June 30, 2002 and July 1, 2002 through June 30, 2003. Awards and award amounts are subject to the annual appropriation of funds by the Legislature.

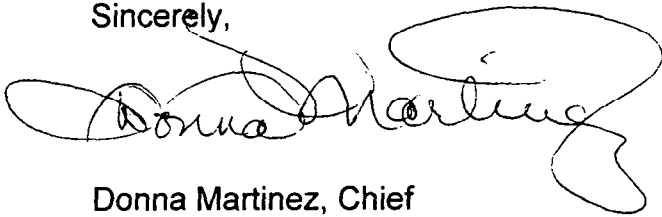
Once we have a fully executed contract, eligible contractors will have the ability to receive an advance payment of one-third of the first-year's award amount and invoice in arrears for approved outreach activities performed after July 1, 2001.

The Department will measure performance under the contract throughout the year. If the contractor does not, in the Department's determination, reasonably achieve the performance goals specified in the Scope of Work by the end of the first year, the contract will not be continued. In making this determination, the Department will look closely at the number of children enrolled in the HF/MCC program as compared to the target number in the contract.

Please notify the Department in writing no later than July 12, 2001, if you are **declining** the award of this contract.

Congratulations on your award. We look forward to working with you to increase the number of children receiving health, dental and vision care. If you have any questions regarding this Notice of Intent to Award, please contact Richard Brantingham, Healthy Families/Medi-Cal for Children, at (916) 654-6821.

Sincerely,

A handwritten signature in black ink, appearing to read "Donna Martinez". The signature is fluid and cursive, with a large loop at the end of the last name.

Donna Martinez, Chief
Office of Medi-Cal Procurement

RESOLUTION NO. _____

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

* * * * *

RESOLUTION AUTHORIZING HEALTH SERVICES TO ACCEPT GRANT FUNDING FROM THE CALIFORNIA DEPARTMENT OF HEALTH SERVICES FOR MEDI-CAL OUTREACH AND ENROLLMENT; APPROVING AN ORDINANCE AMENDING THE SALARY ORDINANCE; AND APPROVING AN ATR IN THE AMOUNT OF \$230,000 FOR FY 2001-02

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

WHEREAS, there has been presented to this Board of Supervisors for its consideration and acceptance an Award Letter from the California Department of Health Services, reference to which is hereby made for further particulars, whereby the County of San Mateo will work with local community-based organizations to conduct Medi-Cal and Healthy Families outreach and enrollment activities to approximately 3,000 residents of San Mateo County; and

WHEREAS, the grant funding supports three Patient Services Assistant II positions to provide these services; and

WHEREAS, the California Department of Health Services has granted Health Services \$230,000 each year for two years to support these efforts:

NOW, THEREFORE IT IS HEREBY DETERMINED AND ORDERED that
1) Health Services is authorized to accept funds in the amount of \$230,000 per year for two years from the California Department of Health Services, 2) the ordinance amending the Salary Ordinance adding three Patient Services Assistant II positions is approved, and 3) the ATR in the amount of \$230,000 for FY 2001-02 is approved.

ORDINANCE NO. _____
BOARD OF SUPERVISORS, COUNTY OF SAN MATEO,
STATE OF CALIFORNIA

* * * * *

AN ORDINANCE AMENDING FISCAL YEAR 2001-2002
SALARY ORDINANCE ADOPTED ON AUGUST 7, 2001

The Board of Supervisors of the County of San Mateo, State of California, ordains as follows:

SECTION 1. Part 12 of the Ordinance is amended as indicated:

ORGANIZATION 66000 SAN MATEO COUNTY HEALTH CENTER

1. Item B083S, Patient Services Assistant series - unclassified, is increased by 3 positions for a new total of 3 positions.

SECTION 2. This action is effective at the start of the first pay period beginning thirty days following adoption.