

COUNTY OF SAN MATEO  
Departmental Correspondence

DATE: November 19, 2001  
HEARING DATE: December 4, 2001

TO: Honorable Board of Supervisors  
FROM: Margaret Taylor, Acting CEO, Hospital and Clinics Division  
SUBJECT: Appropriation Transfer Request

MT

RECOMMENDATION

Approve an Appropriation Transfer Request (ATR) to accept increased revenue to develop and implement the "CARE Title III HIV Early Intervention Services Planning Project."

Background

Since 1991, the County Health Services Agency has been providing primary medical care for people with HIV with funds provided by the federal government through CARE ("Ryan White") Title I and II legislation. These funds are administered by the San Mateo County AIDS Program through an agreement with the San Francisco Department of Public Health, which receives the funding for the entire Eligible Metropolitan Area (San Francisco, San Mateo and Marin Counties) and allocates a portion to the other counties. This has enabled the AIDS Program to establish a high level of HIV medical care at its Edison Clinic at the San Mateo County Health Center, but has not been sufficient to cover the cost of supporting that level of care throughout the county, especially at the Willow Clinic and the North County Health Center. Current federal resources for HIV care received by the County are insufficient to meet the increasing medical care needs of a growing population living with HIV and AIDS countywide, especially among Latino and other minority communities.

Discussion

The Hospital and Clinics Division submitted a proposal in response to a "Request for Proposals" for the Ryan White CARE Act Title III HIV Planning and Capacity Building Grant Program, issued last spring by HRSA. On September 26, 2001, HRSA notified the County that the proposal had been favorably reviewed and the grant awarded, albeit at a lower amount than that requested. The County will receive \$50,000 for a one-year project.

This award will make it possible for the County to conduct a needs assessment and develop a plan for outpatient HIV early intervention services for low-income, medically underserved people in the County's existing primary care system. It specifically will focus on serving the Latino community, but will incorporate the needs of people from other minority communities living with HIV in the county, as well. If this planning project is successful, the County will be eligible in the following year to apply for Title III funds from HRSA to implement a countywide system of HIV Early Intervention Services (EIS).

The Hospital and Clinics Division will be coordinating the plan for outpatient services with the San Mateo County AIDS Program. A Request for Applications will be published and these funds will be used to contract with an agency or individual who will coordinate the needs assessment and planning process.

#### Outcome Objectives

The following outcome objectives related to this project will be measured in 2001-2002, in accordance with the workplan included in the grant proposal:

Performance Measures	2000-2001 Objectives	2001-2002 Objectives
Percentage of required focus groups completed by 2/31/02	N/A*	100%
Percentage of required client surveys completed by 2/31/02	N/A*	100%
Countywide HIV EIS Strategic Plan completed by 5/1/02	N/A*	completed
HRSA Title III HIV EIS application submitted by 6/30/02	N/A*	completed

\*This is a new program

#### Term

The term of this agreement is from September 1, 2001, through August 31, 2002.

#### Fiscal Impact

The total amount of the award is \$50,000. Revenue and expenditures related to this award are outlined in the attached ATR. Administrative oversight, technical assistance and project monitoring will be provided by existing Hospital and Clinics staff. There is no net county cost associated with this project.

**COUNTY OF SAN MATEO  
APPROPRIATION TRANSFER REQUEST**

REQUEST NO.

DEPARTMENT Health Services - San Mateo Community Health Clinic

DATE 10-31-01

**1. REQUEST TRANSFER OF APPROPRIATIONS AS LISTED BELOW:**

	C O D E S		AMOUNT	DESCRIPTION
	FUND OR ORG.	ACCOUNT		
From	68110	1957	50,000   00	All Other Federal Grants
To	68110	5193	500   00	General Office Supplies
	68110	5721	1,000   00	Meetings & Conference Expense
	68110	5856	48,500   00	Contract Special Program Services

**Justification. (Attach Memo if Necessary)** This ATR will appropriate funding to pay for services & supplies to conduct a planning process for HIV Early Intervention Services countywide, focusing on the Latino population. Funding will come from the Ryan White CARE Title III funds awarded by the U. S. Department of Health and Human Services-Health Resources and Services Administration. There is no change in Net County Cost.

DEPARTMENT HEAD *MPK*

BY: *Margaret Taylor* DATE: 11/19/01

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: \_\_\_\_\_

County of San Mateo  
Health Services Agency

ATR/AER Form

Controller's ATR Number

Department: Health Services Agency  
Division: San Mateo Community Health Clinic

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

Title: SMCHC-Implement the Ryan White CARE III Award

Justification: This ATR will appropriate funding to pay for services & supplies to conduct a planning process for HIV Early Intervention Services countywide, focusing on the Latino population. Funding will come from the Ryan White CARE Title III funds awarded by the U. S. Department of Health and Human Services-Health Resources and Services Administration. There is no change in Net County Cost.

TO BP: 68500BP Total: 50,000.00  
FROM BP: 68500BP Total: 50,000.00  
Net Change: 0.00

From/To	Sub Account	Account Description	Transfer Amt.
	68110 5193	Genral Office Supplies	500.00
	68110 5721	Meetings & Conference Expense	1,000.00
	68110 5856	Contract Special Program Services	48,500.00
Appropriation Total			50,000.00
68110	1957	All Other Federal Grants	50,000.00
Revenue Total			50,000.00
Net County Cost			0.00