



BARBARA FERRER, Ph.D., M.P.H., M.Ed.
Director

JEFFREY D. GUNZENHAUSER, M.D., M.P.H.
Interim Health Officer

CYNTHIA A. HARDING, M.P.H.
Chief Deputy Director

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33184

AMENDMENT NUMBER: 11

April 4, 2018

Patrick H. West, City Manager
City of Long Beach
Department of Health and Human Services
2525 Grand Avenue
Long Beach, California 90815

**CHANGE NOTICE TO CHILDREN'S HEALTH OUTREACH, ENROLLMENT,
UTILIZATION AND RETENTION SERVICES CONTRACT NUMBER PH-002508 WITH
CITY OF LONG BEACH DEPARTMENT OF HEALTH AND HUMAN SERVICES**

On June 4, 2013, City of Long Beach Department of Health and Human Services entered into Children's Health Outreach, Enrollment, Utilization and Retention (CHOEUR) Services Contract Number PH-002508 (Contract) with the County of Los Angeles (County) Department of Public Health (DPH) to implement CHOEUR services.

On December 19, 2017, the County Board of Supervisors approved amending this Contract to reallocate funding among budgets for the term July 1, 2017 through June 30, 2018.

Subsequently, DPH executed Amendment No. 10 to Contract to reallocate funding for the term July 1, 2017 through June 30, 2018. Accordingly, funds identified in Exhibit C-10, Budget, were reallocated to Exhibit C-9.1, Budget, which replaced Exhibit C-9, Budget. As part of Amendment No. 10, Exhibit C-10, Budget, should have been deleted in its entirety since all funds were reallocated to Exhibit C-9.1, Budget. This Change Notice is to delete Exhibit C-10, Budget, and the corresponding Exhibit B-7, Scope of Work.

This Contract change is permitted by Paragraph 7, ALTERATION OF TERMS/AMENDMENTS, Subparagraph 7.D., which states:

"7.D. Notwithstanding Paragraph 7.A., in instances where the County's



PH-002508-11

Board of Supervisors has delegated authority to the Director to amend this Contract to permit modifications to or within budget categories within each schedule, as reflected in Exhibit C, and corresponding adjustment of the scope of work tasks and/or activities and/or allow for changes to hours of operation, changes to service locations, and/or correction of errors in the Contract's terms and conditions, a written Change Notice shall be signed by the Director and Contractor, as authorized by the County's Board of Supervisors. The executed Change Notice shall be incorporated into and become part of this Contract."

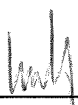
All other terms and conditions of this Contract remain unchanged and in full effect.

APPROVED BY:

COUNTY OF LOS ANGELES

CITY OF LONG BEACH DEPARTMENT
OF HEALTH AND HUMAN SERVICES

By



Linda Aragon, M.P.H.
Director, Maternal, Child, and
Adolescent Health Programs

By



Signature

#03905

Patrick H. West

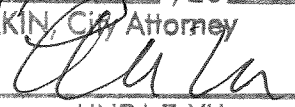
Printed Name

Title

City Manager

APPROVED AS TO FORM

416, 2018

CHARLES PARKIN, City Attorney
By 

LINDA T. VU
DEPUTY CITY ATTORNEY





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DEBORAH ALLEN, Sc.D.
Deputy Director for Health Promotion

LINDA M. ARAGON, M.P.H.
Director

Maternal, Child, and Adolescent Health Programs
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Los Angeles, California 90005
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May 21, 2018

Kelly Colopy, Director
Department of Health and Human Services
City of Long Beach
2525 Grand Avenue
Long Beach, CA 90815

Dear Ms. Colopy:

BUDGET MODIFICATION APPROVAL FOR CONTRACT NUMBER PH002508-11, CHILDREN'S HEALTH OUTREACH, ENROLLMENT, UTILIZATION, AND RETENTION SERVICES AND THE DEPARTMENT OF HEALTH CARE SERVICES (DHCS) AB 82 MEDICAL SERVICES AGREEMENT

This letter is in response to your request to approve the AB 82 (DHCS #1) budget modification for the above referenced agreement for the period July 1, 2017 through June 30, 2018. The MCAH Contracts staff has reviewed and approved your request. By copy of this letter and enclosed budget, I am notifying CHOI's Financial Office of the approved fiscal year 2017-2018 AB 82 (DHCS #1) budget effective April 1, 2018.

Please note that your agency will be responsible for maintaining a detailed inventory log to track all incentive items purchased and distributed with DHCS funds. Also note that incentive items purchased through this funding stream are to be used for outreach and enrollment services provided by the City of Long Beach Department of Health and Human's staff for the above referenced agreement.

If you have any questions or need additional information, please contact me at (213) 639-6435.

Sincerely,

Renee L. Williams, Contract Manager
Children's Health Outreach Initiatives

c: Anthony Ly, Public Health Associate III, City of Long Beach
JoAnn Smith, Fiscal Support/Grants Analyst, City of Long Beach
Shu Juan Zhu, DPH Finance
Contract File

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DHCS Medi-Cal Outreach and Enrollment Grant (AB82)

Agency Name: City of Long Beach

Budget Period: 7/1/17 - 6/30/18

Budget Modification Effective Date: April 1, 2018

Date Submitted: April 20, 2018

Contract Number: PH-002508-11

APPROVED BUDGET CATEGORIES	Approved Budget				Requested Modifications				
	Monthly Salary	# of Months	FTE %	Budget	Monthly Salary	Revised Months	FTE %	Requested Budget Modification	Revised Budget
PERSONNEL (Indicate if position is vacant)									
Full-Time Staff									
Name and Position									
Program Coordinator - Anthony Ly	6,397.00	12	9%	\$ 6,908	6,397.00	12	14.421%	\$ 4,162	11,070
Outreach Worker II - Yesica Bravo	4,335.50	12	100%	\$ 52,026	4,335.50	12	100.000%	\$ -	52,026
Outreach Worker II - Jose Millan	4,335.50	12	100%	\$ 52,026	4,335.50	12	92.001%	\$ (4,162)	47,864
Subtotal Full-Time Salaries				\$ 110,960				\$ -	\$ 110,960
Employee Benefits @ 40%				\$ 44,384				\$ -	\$ 44,384
Total Full-Time Salaries and Benefits				\$ 155,344				\$ -	\$ 155,344
TOTAL PERSONNEL EXPENSES				\$ 155,344				\$ -	\$ 155,344
OPERATING EXPENSES									
Technology Services				\$ 8,534				\$ -	\$ 8,534
Office Supplies				770				\$ -	\$ 770
Travel / Mileage / Parking				770				\$ -	\$ 770
Telephone									
Mileage / Parking									
TOTAL OPERATING EXPENSES				\$ 10,074				\$ -	\$ 10,074
EQUIPMENT									
TOTAL EQUIPMENT				\$ -				\$ -	\$ -
SUBCONTRACTORS:									
				\$ -				\$ -	\$ -
				-				-	-
TOTAL SUBCONTRACTORS				\$ -				\$ -	\$ -
INDIRECT COST @ 10% of salaries				\$ 11,096				\$ -	\$ 11,096
TOTAL PROGRAM COST				\$ 176,514				\$ -	\$ 176,514

DHCS Medi-Cal Outreach and Enrollment Grant (AB82)
AGENCY NAME: City of Long Beach
CONTRACT NUMBER: PH-002508-11

Budget Justification Narrative for Budget Modification
Fiscal Year 2017/2018
Effective 4/1/18

Full-Time Salaries:

Program Coordinator Anthony Ly

Program coordinator, provides overall program administration and development. Convene meetings and oversee overall outreach enrollment campaign. Sets and monitors performance of the program and staff. Increase budget by \$4,162, moving personnel expense from the outreach worker to the program coordinator. Salary increase due to program coordinator will cover for staff that is out on leave. This position is at 14.421% and is budgeted at \$11,070.

Outreach Worker II - Yesica Bravo

No Change - Conducts outreach and education, application and enrollment assistance, and troubleshooting, utilization, and retention activities. Educates potential clients about health coverage programs, enroll clients into the appropriate coverage programs, assist with applications, and provide follow-up to ensure enrollment, utilization, and retention. This position is at 100% and is budgeted at \$52,026.

Outreach Worker II - Jose Millan

Conducts outreach and education, application and enrollment assistance, and troubleshooting, utilization, and retention activities. Educates potential clients about health coverage programs, enroll clients into the appropriate coverage programs, assist with applications, and provide follow-up to ensure enrollment, utilization, and retention. Decrease budget by \$4,162, moving personnel expense from the outreach worker to the program coordinator. Salary decrease due to staff going out on leave. This position is at 92.001% and is budgeted at \$47,864.

Employee Benefit for Full-Time Salaries:

No Change - This line item is budgeted at \$44,384.

Total Salaries & Employee Benefits: \$155,344

Total full-time salaries and employee benefits are budgeted at \$155,344.

Operating Expenses:

Technology Services

No Change - Services are for two (2) FTE. The tech service is \$4,267 per workstation per year (\$355.58 per month).

Desktop Support

Service includes the procurement, installation, support and replacement of PC hardware, software, and peripherals, asset inventory management, and consulting services. Additionally, the Help Desk provides telephone/on-site technical support (for all technology related problems) and service request coordination (requests for new equipment, equipment moves, etc.).

Data Center

Service includes processor operations, job scheduling, data storage, backup and recovery, high speed multi-color laser printing, and output management for special forms, reports, microfiche, and CD-ROM.

Phone, Voice and Data Network

Includes Cisco and IP Phone with voicemail on and off site, also provide network connectivity for desktop computers, printers, and other shared resources on our network (i.e. servers, telephones, internet access, and WiFi devices – also known as air cards).

E-mail and Web Services

Internet/intranet Access - includes webpage services for program webpage. Also provides support and programming for systems that are used by all City departments, which include e-mail, SPAM filtering, document management, and enterprise servers, as well as the City's internet and intranet content management systems. This line item is budgeted at \$8,534.

Office Supplies

No Change - Program supplies includes miscellaneous office and mailing supplies such as file folders, labels, paper, envelopes, printer toner, file storage boxes, organizational tools, binders, notebooks and pens. Includes printing, postage, and supplies for CHOI meetings. 64.16 per month for 12 months. This line item is budgeted at \$770.

Travel / Mileage / Parking

No Change - \$64.16 per month, at the LA County reimbursement rate of \$.505 per mile, for 12 months. Expense incurred by program staff traveling to outreach and enrollment sites within the County, meetings at various LA County sites, and parking at the CHOI headquarters in downtown Los Angeles. This line item is budgeted at \$770.

Total Operating Expenses: \$10,074

Indirect Cost

No Change - Administrative costs are calculated at 10.00% of employee salaries. The indirect cost will be utilized for administrative services for both city and department including, but not limited to: city council, city attorney, city hall, city auditor. This line item is changed to \$11,096.

Total Program Cost is \$176,514