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**AGENDA ITEM REQUEST FORM**

**Hays County Commissioners Court**

Tuesdays at 9:00 AM

Request forms are due in Microsoft Word Format via email by 2:00 p.m. on Wednesday.

**AGENDA ITEM**

Authorize the County Judge to execute Amendment 001A to Contract 2013-041402 with the Department of State Health Services for the RLSS/Local Public Health System grant program and amend the budget accordingly.

ITEM TYPE	MEETING DATE	AMOUNT REQUIRED
CONSENT	April 16, 2013	N/A

**LINE ITEM NUMBER**

**AUDITOR USE ONLY**

**AUDITOR COMMENTS:**

See attached budget amendment

**PURCHASING GUIDELINES FOLLOWED:** N/A

**AUDITOR REVIEW:** BILL HERZOG

REQUESTED BY	SPONSOR	CO-SPONSOR
Garza/Hauff	INGALSBE	N/A

**SUMMARY**

On July 31, 2012 the Commissioners Court executed a contract with the Department of State Health Services for grant funding under the RLSS/Local Public Health System program. This amendment will increase the award amount by \$5,169.00 - from \$51,463.00 to \$56,632 - for additional supplies, contractual services and other expenses, and also allow 5% of the grant funds to be used in the event of a public health emergency and/or for training.

ORDER AMENDING THE COUNTY OF HAYS BUDGET  
FOR FY ENDING SEPTEMBER 30, 2013

THE STATE OF TEXAS  
COUNTY OF HAYS

WHEREAS, on the 16<sup>th</sup> day of April, A.D., 2013, the Commissioners' Court of Hays County, Texas has determined that a need exists for the reallocation of certain appropriations included in the FY 2013 Budget in accordance with the attached list which is hereby made a part hereof. It was also determined and agreed that the need was of such a nature as to justify and require amendment of the Budget, as provided in Section 111.010(D), Local Government Code.

NOW, THEREFORE, the COMMISSIONERS' COURT OF HAYS COUNTY, TEXAS, pursuant to the authority granted to it under Section 111.010(D), Local Government Code, ORDERS that the pertinent parts of the County of Hays Budget for the Fiscal Year ending September 30, 2013 be and they are hereby amended as indicated on the attached list.

It is the further order of the COMMISSIONERS' COURT that a copy of the amendment provided herein be filed with the Clerk of the County Court of Hays County, with instructions that it be attached to the Budget originally adopted and now on file in the office of the County Clerk.

Passed by the COMMISSIONERS' COURT OF HAYS COUNTY, TEXAS, this 16<sup>th</sup> day of April, 2013.

FOR  Bert Cobb  
AGAINST ( ) \_\_\_\_\_  
ABSTAIN ( ) BERT COBB, M.D.  
COUNTY JUDGE, HAYS COUNTY, TEXAS

FOR ( ) Debbie Gonzales - Ingalsbe  
AGAINST ( ) \_\_\_\_\_  
ABSTAIN ( ) DEBBIE GONZALES - INGALSBIE  
COMMISSIONER, PRECINCT 1

FOR  Mark Jones  
AGAINST ( ) \_\_\_\_\_  
ABSTAIN ( ) MARK JONES  
COMMISSIONER, PRECINCT 2

FOR ( ) Will Conley  
AGAINST ( ) \_\_\_\_\_  
ABSTAIN ( ) WILL CONLEY  
COMMISSIONER, PRECINCT 3

FOR  Ray Whisenant Jr.  
AGAINST ( ) \_\_\_\_\_  
ABSTAIN ( ) RAY WHISENANT, JR.  
COMMISSIONER, PRECINCT 4

ATTEST: Liz Gonzalez  
LIZ G. GONZALEZ  
COUNTY CLERK, HAYS COUNTY, TEXAS



AMENDMENT  
NO.FY2013-021 CC  
FY2013 BUDGET  
04/16/2013

Dept G/L Account Number	Account Description	Appropriation Before Amendment	Increase	Decrease	Appropriation After Amendment
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**HEALTH FUND (120):**

**Agenda Item #5:**

**Personal Health-DSHS RLSS Grant:**

			<u>(Revenue)</u>	
120-675-99-019.4301	Intergov Revenue	51,463	5,169	56,632
120-675-99-019.5194	Telephone Allowance	0	180	180
120-675-99-019.5211	Office Supplies	125	99	224
120-675-99-019.5231	Medical Supplies	0	195	195
120-675-99-019.5302	Membership Fees	0	125	125
120-675-99-019.5429	Software Maintenance	0	190	190
120-675-99-019.5448	Contract Services	0	3,600	3,600
120-675-99-019.5489	Telephone & Data Lines	0	780	780
			5,169	5,169

\*Budget for amendment to DSHS RLSS grant contract increase in award.

**GENERAL FUND (001):**

**Agenda Item #7:**

**Sheriff's Office:**

			<u>(Revenue)</u>	
001-618-00.4610	Contributions	1,300	225	1,525
001-618-00.5391	Miscellaneous	2,100	225	2,325

\*Accept contributions and budget expense for National Telecommunicator Week.

DEPARTMENT OF STATE HEALTH SERVICES



Amendment  
To

The Department of State Health Services (DSHS) and HAYS COUNTY PERSONAL HEALTH DEPARTMENT (Contractor) agree to amend the Program Attachment # 001 (Program Attachment) to Contract # 2013-041402 (Contract) in accordance with this Amendment No. 001A : RLSS/LOCAL PUBLIC HEALTH SYSTEM-PnP, effective 03/28/2013.

The purpose of this Amendment is to restore the PHHSBG funds and to revise the General Provisions to include the potential need for utilization of 5% for public health emergencies and/or training.

Therefore, DSHS and Contractor agree as follows:

The Program Attachment number is revised as follows:

ATTACHMENT NO. ~~001~~ 001A

SECTION VIII. SPECIAL PROVISIONS, is revised as follows:

General Provisions, ARTICLE II SERVICES, Section 2.02 Disaster Services, is revised to include the following:

In the event of a local, state, or federal emergency the Contractor has the authority to utilize approximately 5% of staff's time supporting this Program Attachment for response efforts. DSHS shall reimburse Contractor up to 5% of this Program Attachment funded by Center for Disease Control and Prevention (CDC) for personnel costs responding to an emergency event. Contractor shall maintain records to document the time spent on response efforts for auditing purposes. Allowable activities also include participation of drills and exercises in the pre-event time period. Contractor shall notify the Assigned Contract Manager in writing when this provision is implemented.

The categorical budget is revised as attached.

All other terms and conditions not hereby amended are to remain in full force and effect. In the event of a conflict between the terms of this contract and the terms of this Amendment, this Amendment shall control.

Department of State Health Services

\_\_\_\_\_  
Signature of Authorized Official

Date: \_\_\_\_\_

Bob Burnette, C.P.M., CTPM

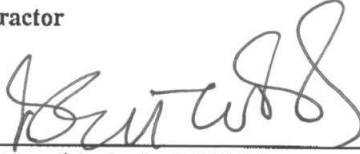
Director, Client Services Contracting Unit

1100 WEST 49TH STREET  
AUSTIN, TEXAS 78756

(512) 458-7470

Bob.Burnette@dshs.state.tx.us

Contractor

  
\_\_\_\_\_  
Signature of Authorized Official

Date: 4-16-2013

Name: Bert Cobb, M.D.

Title: County Judge

Address: 111 E. San Antonio St., Ste. 300  
San Marcos, TX 78666

Phone: 512-393-2205

Email: bert.cobb@co.hays.tx.us

DEPARTMENT OF STATE HEALTH SERVICES



1100 WEST 49TH STREET  
AUSTIN, TEXAS 78756-3199

CATEGORICAL BUDGET CHANGE REQUEST

DSHS PROGRAM: RLSS/LOCAL PUBLIC HEALTH SYSTEM-PnP  
 CONTRATOR: HAYS COUNTY PERSONAL HEALTH DEPARTMENT  
 CONTRACT NO: 2013-041402  
 CONTRACT TERM: 09/01/2012 THRU: 08/31/2013  
 BUDGET PERIOD: 09/01/2012 THRU: 08/31/2013

CHG: 001A

<b>DIRECT COST (OBJECT CLASS CATEGORIES)</b>			
	<b>Current Approved Budget (A)</b>	<b>Revised Budget (B)</b>	<b>Change Requested</b>
Personnel	\$37,675.00	\$37,675.00	\$0.00
Fringe Benefits	\$13,788.00	\$13,788.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$484.00	\$484.00
Contractual	\$0.00	\$3,600.00	\$3,600.00
Other	\$0.00	\$1,085.00	\$1,085.00
<b>Total Direct Charges</b>	<b>\$51,463.00</b>	<b>\$56,632.00</b>	<b>\$5,169.00</b>
<b>INDIRECT COST</b>			
Base (\$)	\$0.00	\$0.00	\$0.00
Rate (%)	0.00%	0.00%	0.00%
Indirect Total	\$0.00	\$0.00	\$0.00
<b>PROGRAM INCOME</b>			
Program Income	\$0.00	\$0.00	\$0.00
Other Match	\$0.00	\$0.00	\$0.00
Income Total	\$0.00	\$0.00	\$0.00
<b>LIMITS/RESTRICTIONS</b>			
Advance Limit	\$0.00	\$0.00	\$0.00
Restricted Budget	\$0.00	\$0.00	\$0.00
<b>SUMMARY</b>			
Cost Total	\$51,463.00	\$56,632.00	\$5,169.00
Performing Agency Share	\$0.00	\$0.00	\$0.00
Receiving Agency Share	\$51,463.00	\$56,632.00	\$5,169.00
Total Reimbursements Limit	\$51,463.00	\$56,632.00	\$5,169.00
<b>JUSTIFICATION</b>			
Restoration of the PHHSBG funds brings contract back to level funding, and are needed to carry out the activities outlined in the Project Service Delivery Plan.			

Financial status reports are due: 12/31/2012, 03/29/2013, 06/28/2013, 10/30/2013