

SANTA BARBARA COUNTY BOARD AGENDA LETTER



Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Agenda Number:
Prepared on: 3/2/06
Department Name: Public Health Department
Department No.: 041
Agenda Date: 3/28/06
Placement: Administrative
Estimate Time: N/A
Continued Item: NO
If Yes, date from:

TO: Board of Supervisors

FROM: Elliot Schulman, MD, MPH, Director and Health Officer
Public Health Department

STAFF CONTACT: Nancy Lapolla, MPH, Director
Emergency Medical Services Agency
Public Health Emergency Preparedness Program
681-5274

SUBJECT: Contractor on Payroll Professional Services Agreement (Jennifer Eskridge)

Recommendation(s):

That the Board of Supervisors:

Approve and authorize the Chair to execute an agreement with Jennifer Eskridge, a local vendor, to provide professional services for the period March 27, 2006 through August 31, 2006 in an amount not to exceed \$17,600 plus benefits.

Alignment with Board Strategic Plan:

The recommendation is primarily aligned with Goal No. 2: A Safe and Healthy Community in Which to Live, Work and Visit.

Executive Summary and Discussion:

The Centers for Disease Control and Prevention (CDC) administers funding to state health departments for public health preparedness and response to bioterrorism, infectious disease, and other public health threats and emergencies. These federal dollars are being administered to local jurisdictions in California through the California State Department of Health Services. Since 2002, the Public Health Department has applied and received these funds on a yearly basis. The allocation for 2005-2006 is \$519,118. Each year the department must submit for funding and the amount awarded is variable and subject to cuts.

Jennifer Eskridge, a Contractor on Payroll, has been working in the Public Health Emergency Preparedness Program as an Emergency Planner as a Contractor on Payroll since June of 2005. Because of the tenuous nature of the funding, Ms. Eskridge has been working under contract rather than creating a County-ordinance position. During her previous contract period Ms. Eskridge has provided professional services in planning, training, and preparedness activities in conjunction with program needs and CDC grant objectives. Ms. Eskridge's duties for the stated contract period will include risk communication plan writing, participation

and coordination of preparedness trainings, drills, and exercises, Biohazard Detection System plan writing, maintenance of critical Department Operations Center supplies and materials, Strategic National Stockpile plan writing and Point of Distribution site assessments, pandemic planning, coordination with partner agencies in preparedness activities, and general Bioterrorism Preparedness Program administrative support.

Ms. Eskridge will work more hours in the current fiscal year than was contracted for in her \$24,999 Purchasing contract. As she is a Contractor on Payroll the Board is requested to approve this agreement. In FY 2006-2007 she will work full time until August 31, 2006 which is the end of the funding period.

Mandates and Service Levels:

Health and Safety Code 101040 lends authority to the Health Officer to take preventive measures that may be necessary to protect the public.

Fiscal and Facilities Impacts:

This agreement is covered by the Centers for Disease Control and Prevention (CDC) Bioterrorism grant. The cost associated with this contract amount of \$17,855 is as follows; \$17,600 for contractor's salary and \$255 for benefits. This amount is included as part of the adjusted Public Health Department Fiscal Year 2005-06 budget. The allotment is included in the EMS cost center of the Community Health Division of the Public Health Department shown on page D-194 of the County's Operating Plan Document. There is no increase in the use of County's General Fund resources as a result of executing this agreement.

This action will not result in a need for additional facilities.

Special Instructions: Please send one copy of the executed Agreement along with a copy of the minute order to PHD Contracts Unit, 300 North San Antonio Road, Building 8, Santa Barbara, CA 93110 Attn: Dawn McGrew (805) 681 5205.

Concurrence: None required.