



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

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

Department Name: Public Health
Department No.: 041
For Agenda Of: August 23, 2022
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: 4/5ths

TO: Board of Supervisors
FROM: Department Daniel Nielson, Interim Public Health Director
Director(s) Public Health Department
Contact Info: Susan Liles, MS RD 681-5279
Director of Nutrition Services/WIC
SUBJECT: **Women, Infant and Children (WIC) Program Revenue Agreement; Salary Resolution Amendment**

County Counsel Concurrence

As to form: Yes

Other Concurrence: N/A

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors consider the following recommendations:

- a) Approve and authorize the Chair to execute Grant Agreement Number 22-10287 and required certifications with the California Department of Public Health to accept funding for the WIC Supplemental Nutrition Program for the period of October 1, 2022 to September 30, 2025 for a total amount of \$14,438,271 (Attachment A); and
- b) Approve and authorize the Public Health Director, or designee, to make Project Representative changes in accordance with the Grant Agreement; and
- c) Approve the attached Salary Resolution (Attachment B), which allocates to the Public Health Department one (1) 1.0 FTE Registered Dietitian legal position, two (2) 1.0 FTE Health Education Assistant legal positions, one (1) 0.5 FTE Health Education Assistant legal position, one (1) 1.0 FTE Health Educator legal position, and one (1) 1.0 FTE Health Services Aide legal position; and
- d) Approve and authorize Budge Revision BJE 0008453 in the amount of \$810,757 to establish appropriations for \$810,757 of unanticipated revenue from CDPH to increase Salaries & benefits, Services and Supplies, and Other Costs for FY 2022-2023 in the County's financial system (Attachment C); and

- e) Determine that the recommended actions are not a "Project" within the meaning of the California Environmental Quality Act (CEQA) and are exempt per CEQA Guideline Section 15378(b)(4), since the recommended actions are creation of a governmental funding mechanisms or other government fiscal activities that do not involve commitment to any specific project which may result in a potentially significant physical impact on the environment.

Summary Text:

This item is on the agenda for approval and authorization to sign an Agreement with the California Department of Public Health (CDPH) for the Santa Barbara County Women, Infants and Children (WIC) Supplemental Nutrition Program. Approving the agreement will allow the funding of WIC services by the Public Health Department for the Federal Fiscal Years 2022-2025. This item will also add 5.5 positions to the Public Health Department.

Background:

The WIC program is a federally funded health and nutrition program for women who are pregnant, breastfeeding, or just had a baby, and infants and children under 5 years old including foster children. To be eligible for WIC, a family must have an income at or below 185% of the Federal poverty level. WIC provides nutrition, health and breastfeeding education, checks to purchase healthy foods, and referrals to health care and other community services.

WIC services are offered countywide, through sites at PHD offices and other community sites. WIC sites are located in Carpinteria, Franklin, Santa Barbara, Solvang, Lompoc, Guadalupe, Cuyama and two sites in Santa Maria. The number of individuals who participate in the Santa Barbara County WIC program is 15,670 per month.

WIC is an optional federal program funded through CDPH. This program has been operational in Santa Barbara County since 1975 and operates on the Federal Fiscal Year of October 1 through September 30.

The increase of the grant allocation equates to an additional \$810,757 per fiscal year will be used to pay for 5.5 new positions to provide support and education to families enrolled in the WIC Program County-Wide. These funds are available for expenditure through the Federal FY 2025. Should this funding be decreased or discontinued, the Department has the ability to absorb these positions through regular attrition.

Approval of the recommended actions will allow the Department to add the following positions:

1. One (1) 1.0 FTE Registered Dietitian
2. Two (2) 1.0 FTE Health Education Assistant
3. One (1) 0.5 FTE Health Education Assistant
4. One (1) 1.0 FTE Health Educator
5. One (1) 1.0 FTE Health Services Aide

Performance Measure:

N/A

Contract Renewals and Performance Outcomes:

N/A

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund			
State			
Federal	\$4,812,757	\$4,812,757	
Fees			
Other:			
Total	\$ 4,812,757.00	\$ 4,812,757.00	\$ -

Narrative:

The Board is requested to authorize the Chair to sign this agreement for fiscal years 2022-2025 for a total amount of \$14,438,271. In the FY 2022-23 Public Health Department Adopted Budget, only \$4,002,000 was included instead of \$4,812,757 as per the agreement as this is an increase over prior years. The additional \$810,757 per fiscal year will be used to pay for 5.5 new positions as described in the background section. There is no increase in the use of the County’s General Fund resources as a result of executing this agreement.

Key Contract Risks:

N/A

Staffing Impacts:

Legal Positions:

Add 6

FTEs:

Add 5.5

Special Instructions:

Please execute two (2) original Standard Agreement to the WIC Revenue Agreement and return one (1) original Standard Agreement and one (1) Certified Minute Order to Margaret Fitzwilliam Figueroa. Please email MFitzwilliamFigueroa@sbcphd.org when available for pickup.

Please also email one (1) copy of the minute order and one (1) copy of the fully executed Salary Resolution to Tracy Rogers, Workforce Planning Analyst, Human Resources Department at trogers@countyofsb.org.

Attachments:

- A. State of California Agreement Number 22-10287
- B. Salary Resolution
- C. Budget Journal Entry Number: BJE-0008453

Authored by:

Susan Liles, MS RD, Nutrition Services Program Director

CC:

N/A