

**EXHIBIT A**  
**2008-09 CDC Public Health Emergency Preparedness, State General Fund (GF)**  
**Pandemic Influenza and HHS Hospital Preparedness Program Funding**  
**Scope of Work**

**1. Service Overview**

This Agreement is entered into between the California Department of Public Health, hereinafter referred to as “CDPH” and the County of Santa Barbara, hereinafter referred to as the “LHD” and/or “Local HPP Entity”. LHD or Local HPP Entity agrees to provide to CDPH the services described herein.

Activities must be in accordance with the Centers for Disease Control and Prevention (CDC) and Hospital Preparedness Program (HPP) 2008-09 Program Guidance, State General Fund (GF) Pandemic Influenza, Public Health Emergency Preparedness Comprehensive Agreement Application 2008-09, Plan and Budget.

**2. Service Location**

The services shall be performed at applicable facilities in the County of Santa Barbara.

**3. Service Hours**

The services shall be provided during normal LHD and/or Local HPP Entity working hours and days, as well as other hours and days the LHD deems appropriate.

**4. Project Representatives**

A. The project representatives during the term of this agreement will be:

<b>Department of Public Health</b> William Porter, EPO Project Officer  Telephone: (916) 650-0423 Fax: (916) 650-6420 Email: William.porter@cdph.ca.gov	<b>County of Santa Barbara</b> Jan Koegler, Program Administrator Public Health Emergency Preparedness Telephone: (805) 681-4913 Fax: (805) 681-5142 Email: Jan.Koegler@sbcphd.org
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B. Direct all inquiries to:

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<b>Department of Public Health</b> Emergency Preparedness Office Attention: Local Management Unit MS 7002 P.O. Box 997377 Sacramento, CA 95899-7377  Telephone: (916) 650-6416 Fax: (916) 650-6420	<b>Santa Barbara County</b> Public Health Department Public Health Emergency Preparedness Program 300 San Antonio Road Santa Barbara, CA, 93110 Telephone: (805) 681-4913 Fax: (805) 681-5142
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- C. Either party may make changes to the information above by giving written notice to the other party. Said changes shall not require an amendment to this agreement.

**5. Services to be Performed**

LHD and/or Local HPP Entity shall perform services as outlined in accordance with the Public Health Emergency Preparedness, State GF Pandemic Influenza and HHS Hospital Preparedness Cooperative Agreement Application, Work Plans, and Budgets.

**6. Allowable Informal Scope of Work Changes**

- A. The LHD and/or Local HPP Entity or CDPH may propose informal changes or revisions to the activities, tasks, deliverables and/or performance time frames specified in the Scope of Work (SOW), provided such changes do not alter the overall goals and basic purpose of the agreement.
- B. Informal SOW changes may include the substitution of specified activities or tasks; the alteration or substitution of agreement deliverables and modifications to anticipated completion/target dates.
- C. Informal SOW changes processed hereunder shall not require a formal agreement amendment, provided the LHD's and/or Local HPP Entity's annual budget does not increase or decrease as a result of the informal SOW change.
- D. Unless otherwise stipulated in this agreement, all informal SOW changes and revisions are subject to prior written approval by the CDPH.
- E. In implementing this provision, CDPH will provide a format for the LHD's and/or Local HPP Entity's use to request informal SOW changes.

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**7. Reporting Requirements**

- A. Semi-annual written progress reports and expenditure reports must be submitted according to the schedule shown below. The purpose of the progress reports and expenditure reports are to document activities and expenditure of funds.

Start of each grant through 02/28/09	April 16, 2009
Start of each grant through end of each grant	November 9, 2009

- B. Each progress report shall include, but not be limited to, data and information required by statute and information needed to satisfy federal reporting and CDPH monitoring requirements. The reports shall be submitted in accordance with procedures and a format required by CDPH.

**8. Expenditure and Program Requirements**

- A. In accordance with the LHD and/or Local HPP Entity signed Certification Against Supplanting (Exhibit E), funds shall not be used to supplant funding for existing levels of services and will only be used for the purposes designated herein.
- B. In executing this Agreement, the LHD and/or Local HPP Entity assures that it will comply with the LHD and/or Local HPP Entity Comprehensive Agreement Application, Work Plans and Budget approved by CDPH.
- C. Funds made available are limited to activities approved in the Work Plans and Budgets. Any changes to the Work Plans or Budgets need prior approval from CDPH before implementing.