



**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

**Submitted on:**  
**(COB Stamp)**

**Department Name:** County Health  
**Department No.:** 041  
**Agenda Date:** May 13, 2025  
**Placement:** Administrative Agenda  
**Estimated Time:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

**TO:** Board of Supervisors  
**FROM:** Department Director: Mouhanad Hammami, Director  
County Health Department  
Contact Info: Anne Carlisle, Manager of Communicable Disease Control and Prevention  
**SUBJECT:** California Department of Public Health's Cal-EIS Fellow or Intern Pathways Program Memorandum of Understanding

Signed by:  
*Mouhanad Hammami*  
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**County Counsel Concurrence**

As to form: Yes

**Other Concurrence:** Risk Management

As to form: Yes

**Auditor-Controller Concurrence**

As to form: N/A

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve, ratify, and authorize the County Health Director, or designee, to execute a Memorandum of Understanding (MOU) with the California Department of Public Health (CDPH) for the California Epidemiologic Investigation Service (Cal-EIS) Fellow or Intern Pathways Program to authorize placement of interns and fellows paid by CDPH in the Department between the dates of June 1, 2025 through June 30, 2029;
- b) Approve and authorize the County Health Director, or designee, to modify or terminate the MOU in accordance with section seven and to make immaterial changes, upon review and approval by County Counsel, subject to the Board's ability to rescind at any time; and
- c) Determine that the proposed actions do not constitute a "Project" within the meaning of California Environmental Quality Act (CEQA), pursuant to Section 15378(b)(5) of the CEQA Guidelines, because the actions consist of organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.

**Summary Text:**

This item is on the Agenda for your Board to approve execution of an Agreement with California Department of Public Health (CDPH) California Epidemiologic Investigation Service (Cal-EIS) Fellowship Program and allow the assignment of fellows to the County Health Department.

**Background:**

Cal-EIS is a one-year training program for health professionals who have at least a master's degree in a field related to public health. The mission of Cal-EIS is to prepare epidemiologists for public health leadership positions in California. The goals and activities of the assigned fellow(s) are as follows:

- 1) Completion of the field experience in applied epidemiology, development of goals and objectives, achievement of applied epidemiology competencies and the application of public health and biostatistics/epidemiology principles and practice.
- 2) Formulate and submit activity reports and competency charts according to the schedule outlined in the Cal-EIS Manual.
- 3) Formulate and submit work products and major projects, taking advantage of the epidemiology and biostatistics support provided by the University of California, Davis (UCD).
- 4) Attend all didactic sessions required by the Cal-EIS Fellowship; complete and submit evaluation forms on required seminars and training, including those given by UCD (Refresher Course and bi-weekly seminars).
- 5) Evaluate the Preceptor and the Cal-EIS Program at the midpoint and end of each year.
- 6) Participate in epidemiologic investigations as requested by CDPH.
- 7) Continuously improve public health epidemiology competencies over the course of the Fellowship.
  
- 8) Demonstrate ethical conduct, professional demeanor, and a caring attitude towards the public and towards peers.

**Performance Measure:**

No identifying, quantifiable performance measures exist in the agreement. As the host site, County Health agrees to providing interns and/or fellows with the training and support necessary to complete their work and to take steps necessary to ensure that intern/fellow physical safety is prioritized at all times. The preceptors will also be responsible for completing all evaluations provided by CDPH regarding the overall program and the trainee's ability to meet host site-stated goals, objectives, and milestones. The preceptors are also expected to regularly attend preceptor and group events. This agreement is drawn to provide a foundational understanding between the host site and CDPH, that any fellow(s) will assist and provide support to their assigned host agency in carrying out public health activities.

**Fiscal and Facilities Impacts:**

There are minimal costs associated with the acceptance of assignment of Cal-EIS trainee personnel to the County Health Department. These costs consist of the assignment of a computer.

**Special Instructions:**

Request the Clerk of the Board to email a copy of the Minute Order to the County Health Department, [PHDGROUPEContractsUnit@sbcphd.org](mailto:PHDGROUPEContractsUnit@sbcphd.org) when available.

**Attachments:**

**Attachment A** – CDPH Cal-EIS LHJ MOU 2025-2026

**Authored by:**

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