



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: June 4, 2024
Placement: Administrative
Estimated Time: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Mouhanad Hammami, Director
Director(s): Public Health Director
Contact Info: Melissa Beebe, Deputy Director, Administration
(805) 737-5927
SUBJECT: California Department of Public Health’s Cal-PPH Fellow or Intern Pathways Program Memorandum of Understanding

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 Public Health Director, or designee, to execute a Memorandum of Understanding (MOU) with the California Department of Public Health (CDPH) for the California Pathways into Public Health Initiative (Cal-PPH) Pathways Program to authorize placement of interns and fellows paid by CDPH in the Department between the dates of February 1, 2023 through June 30, 2026;
- b) Approve and authorize the Director of Public Health, or designee, to modify or terminate the MOU in accordance with section X.D. 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) Cal-PPH Pathways Internship & Fellows Pathways Program and allow the assignment of interns and fellows to the Public Health Department (PHD).

Background:

The CDPH's Cal-PPH Pathways Internship & Fellows Pathways Program is a collaboration between the California Department of Public Health (CDPH) and the University of California San Francisco (UCSF). CDPH creates a workforce pathway for early-career public health professionals from diverse backgrounds and disproportionately affected communities to ensure a well-trained public health workforce across California that can effectively and efficiently respond to public health issues to ensure the health and safety of the population. Development and implementation of CDPH Cal-PPH Pathways Internship & Fellows Pathways Program will create opportunities to engage community members, deliver culturally competent services, and enhance public health practice. The Public Health Department received unanimous approval from the Board of Supervisors in the September 21, 2021 Board meeting to execute an Agreement with CDPH for the Public Health Corps Training and Pathways Program Project. This approval allowed for a successful placement of an intern who worked with our Department for two (2) years. This intern ultimately was hired at PHD and remains a valuable employee.

Performance Measure:

No identifying, quantifiable performance measures exist in the agreement. As the host site, PHD agrees to providing the intern and/or fellow with the training and support necessary to complete their work and to take steps necessary to ensure that the intern/fellow's 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 interns/trainees will assist and provide support to their assigned host agency in carrying out public health activities.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

There are minimal costs associated with the acceptance of assignment of CA-PHC trainee personnel to the PHD. These costs consist of the assignment of a computer and telephone. These costs are included in PHDs FY 2023-24 adjusted budget and FY 2024-25 recommended budget.

Key Contract Risks:

Key Contract Risks include potential for liability if a data breach occurs and possible disruption to operations if trainee leaves placement early or is activated as a CDPH responder. The risk of a data breach is mitigated by a long-standing relationship and history of contracting with CDPH and mandatory privacy and security courses the trainee will participate in. The potential disruption to operation due to any trainee's leaving of the post will be mitigated by maintenance of transparent communication between preceptors, CDPH, and trainee. Operational disruption due to activation as a CDPH responder is unlikely, but would be prefaced with notification from the agency and any associated costs with the reassignment

(supervision, training, travel, etc.) would be solely the responsibility of CDPH.

Staffing Impacts:

Legal Positions:

FTEs:

Special Instructions:

Request the Clerk of the Board to email a copy of the Minute Order to the Public Health Department, PHDGROUPContractsUnit@sbcphd.org when available.

Attachments:

- A. California Public Health Corps Training and Pathways Program Project Agreement with CDPH

Authored by:

Melissa Beebe, Deputy Director, Administration