

DATE: August 3, 2007
TO: Children and Families Commission of Orange County
FROM: Michael M. Ruane, Executive Director 
SUBJECT: Annual Funding Contribution for Orange County Health Needs Assessment (OCHNA)

SUMMARY:

The Children and Families Commission of Orange County co-sponsored the Orange County Health Needs Assessment (OCHNA) for the last four years. OCHNA is a collaborative effort by hospitals, public agencies and non-profit organizations to collect information concerning health needs in Orange County. The information is used by several organizations, including the Commission, for planning purposes. The Commission's Executive Director is represented on the Needs Assessment Steering Committee, which ensures accountability for the services provided. Public Health Foundation Enterprises, Inc., dba PHFE Management Solutions is the fiscal agent for OCHNA.

The Commission has funded a portion of the research and production of the report and has contributed additional funds for specialized projects and services. The Commission and the other sponsors have developed a work program and funding plan, including resources required to include an over sample of families with 0-5 year olds for the health needs assessment. This will ensure that the Commission continues to have access to the data required to assess local health needs. A new contract with PHFE Management Solutions for \$75,000 is recommended to continue services of the OCHNA on substantially similar terms and conditions as is currently being contractually provided by PHFE Management Solutions for an additional year from July 1, 2007 through June 30, 2008.

PHFE Management Solutions will act as the fiscal intermediary between the Commission and OCHNA to disburse the funds that are needed to collect information concerning the health needs of children and families in Orange County. OCHNA will distribute the funds that are needed to collect information concerning health needs in Orange County to support the efforts of OCHNA and to provide an accounting of the expended funds expended to the Commission.

STRATEGIC PLAN & FISCAL SUMMARY:

The program has been specifically reviewed in relation to the Strategic Plan, and is consistent with the Capacity Building outcome goal. This funding request is for the amount of \$75,000 commencing July 1, 2007. Funding for this item is included in the FY2007-2008 Budget within the Performance Outcomes Measuring Systems budget category.

RECOMMENDED ACTION:

Adopt resolution authorizing the Executive Director or designee to prepare and execute an agreement # PS-48 with Public Health Foundation Enterprises, Inc., dba PHFE Management Solutions for funding contribution for the Orange County Health Needs Assessment, in an amount not to exceed \$75,000 for the term of July 1, 2007 through June 30, 2008.

ATTACHMENT:

1. Resolution

Contact: Kelly Pijl

CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY

RESOLUTION NO. ___-07-C&FC

September 5, 2007

A RESOLUTION OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY DIRECTING THE EXECUTIVE DIRECTOR AND COMMISSION COUNSEL TO PREPARE AND NEGOTIATE FINAL FORM OF AGREEMENT PS-48 WITH PUBLIC HEALTH FOUNDATION ENTERPRISES, INC., dba PHFE MANAGEMENT SOLUTIONS, A CALIFORNIA NON-PROFIT CORPORATION AND MAKING CERTAIN FINDINGS IN CONNECTION THEREWITH

WHEREAS, in order to facilitate the creation and implementation of an integrated, comprehensive, and collaborative system of information and services to enhance optimal early childhood development, the legislature adopted legislation set forth in the California Children and Families Act of 1998, Health and Safety Code Section 130100, *et seq.* (as amended, the “Act”) implementing the Children and Families First Initiative passed by the California electorate in November, 1998 and establishing the California Children and Families Commission and County Children and Families Commissions, including this Children and Families Commission of Orange County (“Commission”); and

WHEREAS, the Commission adopted its Strategic Plan to define how funds authorized under the Act and allocated to the Commission should best be used to meet the critical needs of Orange County’s children prenatal to five years of age as codified in the Act; and

WHEREAS, the Executive Director and Commission Counsel have prepared a form Master Agreement for Professional Services/Consulting (“Master Agreement”); and

WHEREAS, the Commission desires to support the Orange County Health Needs Assessment (OCHNA), a collaborative effort by hospitals, public agencies and non-profit organizations to collect information concerning health needs in Orange County for planning purposes; and

WHEREAS, the Commission desires to enter into Agreement PS-48 with Public Health Foundation Enterprises, Inc., dba PHFE Management Solutions, for the period of July 1, 2007 through June 30, 2008 in an amount not to exceed \$75,000 to act as the fiscal agent responsible to distribute funds in support of OCHNA, which services promote the purposes of the Act and the Strategic Plan; and

WHEREAS, the Commission has reviewed the staff report for the September 5, 2007 meeting relating to the Scope of Services to be provided and hereby finds and determines that the proposed Agreement is in furtherance of and consistent with the Commission’s Strategic Plan; and

WHEREAS, all actions required by applicable law with respect to the proposed Agreement have been taken in an appropriate and timely manner.

NOW, THEREFORE BE IT RESOLVED BY THE COMMISSIONERS OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY AS FOLLOWS:

Section 1 Commission finds and determines the foregoing Recitals are true and correct and are a substantive part of this Resolution.

Section 2 Commission authorizes the Executive Director to prepare and negotiate the final form Agreement No. PS-48 with Public Health Foundation Enterprises, Inc., dba PHFE Management Solutions, in an amount not to exceed \$75,000 for the period July 1, 2007 through June 30, 2008 to act as the fiscal agent responsible to distribute funds in support of OCHNA as specified in the staff report for the September 5, 2007 meeting.

Section 3 The form of the Agreement for Public Health Foundation Enterprises, Inc., dba PHFE Management Solutions shall be substantially similar to the form of the approved Master Agreement, and the Agreement shall be for substantially similar services as is currently being contractually provided by Public Health Foundation Enterprises, Inc., dba PHFE Management Solutions, subject to minor, non-substantive revisions as reviewed and approved by the Executive Director. The approval by the Executive Director, or designee, of the final form of the Agreement shall be conclusively evidenced by the execution of such agreement by the Executive Director and delivery thereof to the Commission Clerk.

Section 4 Commission hereby approves Agreement No. PS-48 with Public Health Foundation Enterprises, Inc., dba PHFE Management Solutions in an amount not to exceed \$75,000 for the period July 1, 2007 through June 30, 2008 to act as the fiscal agent responsible to distribute funds in support of OCHNA as specified in the staff report for the September 5, 2007 meeting.

Section 5 The Executive Director and the Clerk of the Commission are hereby authorized to execute and attest, respectively, the Agreement on behalf of the Commission.

Section 6 A copy of the final form of Agreement No. PS-48 with Public Health Foundation Enterprises, Inc., dba PHFE Management Solutions, when executed by the Executive Director and attested by the Clerk of the Commission shall be appended hereto as a part of Exhibit A to this Resolution. Exhibit A is hereby fully incorporated as a part of this Resolution by this reference and made a part hereof. The final executed Agreement shall be placed on file in the office of the Clerk of the Commission.

Section 7 In addition to the authorization of Sections 2 and 5 above, the Executive Director (or his designee) is hereby authorized, on behalf of the Commission, (i) to sign all documents necessary and appropriate to carry out and implement the Agreement, (ii) to cause the issuance of warrants, (iii) to administer the Commission's obligations, responsibilities, and duties to be performed under such agreement, and (iv) during the term thereof to provide waivers, administrative interpretations, and minor modifications of the provisions of such agreement in the furtherance thereof.

Section 8 The Clerk of the Commission shall certify to the adoption of this Resolution.

The foregoing resolution was passed and adopted by the following vote of the Children and Families Commission of Orange County on September 5, 2007 to wit:

AYES Commissioners: _____

NOES: Commissioner(s): _____

EXCUSED: Commissioner(s): _____

ABSTAINED: Commissioner(s) _____

CHAIR

STATE OF CALIFORNIA)
)
COUNTY OF ORANGE)

I, DARLENE J. BLOOM, Clerk of the Commission of Orange County, California, hereby certify that a copy of this document has been delivered to the Chair of the Commission and that the above and foregoing Resolution was duly and regularly adopted by the Children and Families Commission of Orange County.

IN WITNESS WHEREOF, I have hereto set my hand and seal.

DARLENE J. BLOOM
Clerk of the Commission, Children and Families Commission of
Orange County, County of Orange, State of California

Resolution No: __-07--C&FC

Agenda Date: September 5, 2007

Item No.



I certify that the foregoing is a true and correct copy of the Resolution adopted by the

DARLENE J. BLOOM, Clerk of the Commission

By: _____
Deputy

EXHIBIT A TO RESOLUTION OF COMMISSION

(Attach copy of final executed Agreement No. PS-48 with Public Health Foundation Enterprises,
Inc., dba PHFE Management Solutions)