RECEIVED

2008 JUN 25 PM 3:40

CLERK OF THE BOARD
ORANGE COUNTY
BOARD OF SUPERVISORS

Children & Families
Commission of Orange County

Agenda Item No. 5
July 2, 2008 Meeting

DATE: June 9, 2008

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 is a co-sponsor of the Orange County Health Needs Assessment (OCHNA) Report, a collaborative effort by hospitals, public agencies and non-profit organizations to collect information concerning health needs in Orange County. Continued Commission support is recommended for the next fiscal year.

The Orange County Health Needs Assessment was developed in 1997 to meet the legal requirements for SB 697 that requires not-for-profit hospitals in the State to engage in a needs assessment of their service areas every three years and develop a community benefits program to submit to the Office of State Health Planning and Development Service. The last report was published in 2005 and the new report is expected this year.

The data from the OCHNA report is used by the Commission to track improvements and service gaps in health, and identify new or expanded programs to meet the health needs for young children and families. The Commission's Executive Director has served on the OCHNA Needs Assessment Steering Committee, which ensures accountability for the services provided. PHFE Management Solutions serves as the fiscal agent for OCHNA.

2008 OCHNA Report
In addition to supporting the research and production of the report, the Commission has contributed funds for specialized projects and services specifically for children within the Commission's targeted demographic. The OCHNA work program and funding plan include an over sample of families with children 0-5 years-old that ensures that the Commission continues to have access to the data required to assess local health needs.

A new contract with Public Health Foundation Enterprises, Inc., dba PHFE Management Solutions for $75,000 is recommended to support OCHNA and the development of the 2008 report. The term, conditions, and compensation are the same as the previous year and will be contractually provided by PHFE Management Solutions for an additional year from July 1, 2008 through June 30, 2009. PHFE Management Solutions will act as the fiscal intermediary between the Commission and OCHNA to disburse the funds that are needed to collect information

17320 Redhill Avenue, Suite 200 · Irvine, California · 92614
714-834-5310 · FAX 949-474-2243

concerning the health needs of children and families in Orange County, support the efforts of OCHNA, and provide an accounting of the expended funds 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, 2008. Funding for this item is included in the FY2008-2009 Budget within the Performance Outcomes Measuring Systems budget category.

PRIOR COMMISSION ACTIONS:
September 2007 and May 2006 – Adopted agreement with PHFE Management Solutions for the Orange County Health Needs Assessment.

RECOMMENDED ACTION:
Adopt resolution authorizing the Executive Director or designee to prepare and execute an agreement PS-62 with Public Health Foundation Enterprises, Inc., dba PHFE Management Solutions for the Orange County Health Needs Assessment, in an amount not to exceed $75,000 for the term of July 1, 2008 through June 30, 2009.

ATTACHMENT:
1. Resolution authorizing agreement with Public Health Foundation Enterprises, Inc., dba PHFE Management Solutions, fiscal agent for the Orange County Health Needs Assessment

Contact: Kelly Pijl

CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY

RESOLUTION NO. ___-08-C&FC

July 2, 2008

A RESOLUTION OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY DIRECTING THE EXECUTIVE DIRECTOR TO PREPARE AND NEGOTIATE AGREEMENT NO. PS-62 WITH PUBLIC HEALTH FOUNDATION ENTERPRISES, INC., dba PHFE MANAGEMENT SOLUTIONS; 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, 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 standard Master Agreement for Consultant/Professional Services ("Master Agreement"), which was approved by the Commission; and

WHEREAS, the Commission desires to authorize the Executive Director or designee to prepare and negotiate Agreement No. PS-62 with Public Health Foundation Enterprises, Inc., dba PHFE Management Solutions in an amount not to exceed $75,000 for the term July 1, 2008 through June 30, 2009 to act as fiscal intermediary for the Orange County Health Needs Assessment services as specified in the July 2, 2008 staff report for this Agenda Item; and

WHEREAS, Commission has reviewed the staff report 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

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 hereby authorizes the Executive Director, or designee, to prepare and negotiate the terms, conditions and final form of Agreement PS-62 with Public Health Foundation Enterprises, Inc., dba PHFE Management Solutions, in an amount not to exceed $75,000 for the term July 1, 2008 through June 30, 2009 to act as fiscal intermediary for the Orange County

Health Needs Assessment services consistent with the July 2, 2008 staff report and scope of services referenced therein; and

Section 3 The form of Agreement PS-62 with Public Health Foundation Enterprises, Inc., dba PHFE Management Solutions shall be substantially similar to the form of the standard Master Agreement, subject to minor, non-substantive revisions as reviewed and approved by the Executive Director or designee. The approval by the Executive Director of the Agreement PS-62 shall be conclusively evidenced by the execution and delivery of the Amendment by the Commission Chair to the Commission Clerk.

Section 4 Commission hereby approves the Agreement No. PS-62 with Public Health Foundation Enterprises, Inc., dba PHFE Management Solutions to act as fiscal intermediary for the Orange County Health Needs Assessment services as specified in the July 2, 2008 staff report for this Agenda Item.

Section 5 The Commission Chair and the Clerk of the Commission are hereby authorized to execute and attest, respectively, Agreement PS-62 on behalf of the Commission.

Section 6 A copy of the final Agreement PS-62 with Public Health Foundation Enterprises, Inc., dba PHFE Management Solutions, when executed by the Commission Chair, or 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 Amendment shall be placed on file in the office of the Clerk of the Commission.

Section 7 In addition to the authorization of Section 2 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 Service 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 July 2, 2008 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: __-08-C&FC

Agenda Date: July 2, 2008

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-62 with Public Health Foundation Enterprises, Inc., dba PHFE Management Solutions)