

November 17, 2020

Board of Supervisors  
County of Ventura  
800 South Victoria Avenue  
Ventura, CA 93009

**Subject:** Authorization for the Director of Public Health to Accept Supplemental Allocation Funding from the California Department of Public Health – Immunization Branch in the Amount of \$105,400; Authorization for the Auditor-Controller to Process the Necessary Accounting Transactions; Adoption of a Resolution Establishing One Fixed-Term Position. (Recommendation No. 2 requires 4/5ths Vote.)

**Recommendations:**

It is recommended that your Board:

1. Authorize the Director of Public Health, or designee, to accept a supplemental funding allocation in the amount of \$105,400 from the California Department of Public Health (CDPH) – Immunization Branch for COVID-19 vaccine distribution planning.
2. Authorize the Auditor-Controller to process the necessary accounting transactions to revise appropriations and unanticipated revenues as follows for FY 2020-2021 (requires 4/5<sup>th</sup> vote):

**HCA – Public Health Immunization Action Program (Unit 3109)**

INCREASE 3100-3109 Intergovernmental Revenue	\$ 105,400
INCREASE 3100-3109 Salaries and Benefits	\$ 105,400

3. Adopt the attached Resolution establishing the following 1.0 new fixed-term position in the Public Health Immunization Action Program, Budget Unit 3109, effective November 15, 2020 through June 30, 2021.

Class Code	Classification Title	FTE	Range	Annual Salary
00857	Health Education Assistant I	1.0	\$16.971326 - \$23.738816	\$35,300.36-\$49,376.74

**Fiscal/Mandates Impact:**

**Mandatory:** No

**Source of Funding:** Federal passed through the California Department of Public Health, Immunization Branch

**Funding Match Required:** None

**Impact on Other Departments:** None

Summary of Revenues and Costs:	<u>FY 2020-21</u>	<u>FY 2021-22</u>
Revenue:	\$ 105,400	\$ -0-
Costs:		
Direct	\$ 105,400	\$ -0-
Indirect-Dept.	\$ -0-	\$ -0-
Indirect-County CAP	\$ -0-	\$ -0-
Total Costs	\$ 105,400	\$ -0-
Net Costs	\$ -0-	\$ -0-

**Current FY 2020-21 Budget Projections:**

FY 2020-2021 Budget Projection for Immunization Action Program, Unit 3109				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings/ (Deficit)
Appropriations	\$ 5,868,803	\$ 5,868,803	\$ 5,868,803	-0-
Revenue	\$ 5,109,664	\$ 5,109,664	\$ 5,109,664	-0-
Net Cost	\$ 759,139	\$ 759,139	\$ 759,139	-0-

**Discussion:**

The CDPH notified the County of Ventura Public Health Department Immunization Action Program (IAP) of its intent to allocate supplemental funding from the Centers for Disease Control and Prevention in the amount of \$105,400. This amount will be added to the existing IAP contract for a total amount of \$358,455 for FY20-21. This supplemental funding allocation is distributed through the CDPH – Immunization Branch to the local health departments (LHD) to conduct COVID-19 vaccine distribution planning.

The IAP staff will develop and implement a distribution and training plan for the County of Ventura. The plan will focus on proper vaccine management, vaccine storage and handling requirements, administration prior to distribution, as well as monitoring after the state supplied vaccines are distributed. The plan will also pertain to and guide provider facilities that receive CDPH – Immunization Branch supplied doses of COVID-19 vaccines that are not affiliated with the local health department.

It is anticipated ongoing funding will be allocated to support the facilitation of the plan and that these efforts will continue into next fiscal year. The current testing and tracing activities related to the COVID-19 pandemic have required significant redirection of staff, and available position allocations are being utilized by extra help and intermittent employees, as well. We request a new position allocation for a fixed-term full-time equivalent Health Education Assistant I to be dedicated to this specific effort to ensure continuity throughout plan development and implementation and as the vaccines are distributed throughout the community in the future.

**Strategic Plan:**

Use of the CDPH – Immunization Branch supplemental funding allocation to conduct COVID-19 vaccine distribution planning aligns with Focus Area 4, Community Well-being in Ventura County's Strategic Plan Goal numbers 1 through 5.

**Health in All Policies:**

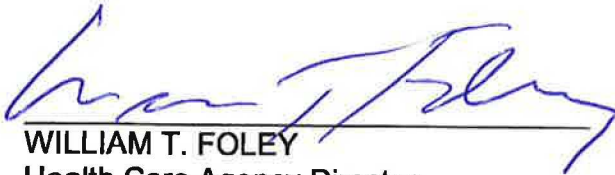
The CDPH – Immunization Branch allocation funding will assist the County in protecting the health of communities in Ventura County and aligns with the statewide strategic goal of containing this pandemic.

This letter has been reviewed by County Counsel, Auditor-Controller's Office and County Executive Office.

If you have any questions regarding this item, please call Rigoberto Vargas at (805) 981-5101.



RIGOBERTO VARGAS  
Public Health Director



WILLIAM T. FOLEY  
Health Care Agency Director

Exhibit 1 - Letter of Intent  
Exhibit 2 - Resolution