

W. 5. C. 1.

## AGENDA COVER MEMO

---

**AGENDA DATE:** January 14, 2009  
**TO:** Board of County Commissioners  
**DEPARTMENT:** Health & Human Services  
**PRESENTED BY:** Rob Rockstroh



**AGENDA TITLE:** ORDER / \_\_\_\_\_ IN THE MATTER OF APPLYING FOR A DEPARTMENT OF HEALTH RESOURCES AND SERVICES ADMINISTRATION GRANT FOR DENTAL OUTREACH PREVENTION SERVICES VIA THE FQHC IN THE AMOUNT OF \$273,056 PER YEAR AND DELEGATING AUTHORITY TO THE COUNTY ADMINISTRATOR TO EXECUTE GRANT DOCUMENTS

---

### **I. MOTION**

In the Matter of Applying for a Department of Health Resources and Services Administration Grant for Dental Outreach Prevention Services via the FQHC in the Amount of \$273,056 per year and Delegating Authority to the County Administrator to Execute Grant Documents

### **II. AGENDA ITEM SUMMARY**

Health & Human Services, on behalf of the Community Health Centers of Lane County (CHCLC), requests permission to submit a grant application to the Health Resources and Services Administration (HRSA) for \$273,056 per year for a dental capacity expansion grant. Grant funding would permit the CHCLC to expand its dental prevention and treatment program, primarily through cooperation with WIC, local school districts including South Lane and Head Start of Lane County.

### **III. BACKGROUND/IMPLICATIONS OF ACTION**

#### **A. Board Action and Other History**

The most recent Board action approving expansion of CHCLC services, to the homeless and to migrant workers, was approved via BO 06-3-22-4. The most recent continuation grant approval, requiring Board authority, was processed via BO 05-12-7-4.

Routine approval of the annual federal funding of the CHCLC is managed by the County Administrator, in accordance with LM 21.137(3).

## **B. Policy Issues**

**Program:** The current CHCLC dental program has been recognized as a best-practice model by both the National Head Start Association and Region 10 of the Head Start Bureau. The dental outreach program has reached more than 13,000 school children over the past four years. If selected for funding, the initial grant period would be from September 1, 2009 through August 31, 2010. During the term of the initial award, the focus would be on expanding the County's existing services to include sealants (applied only to adult teeth) in schools where fluoride varnishing is already taking place and to possibly expand further into the South Lane School District. If selected for an additional year's funding, the program focus would then be on establishing oral health preventive care for pregnant women and children served by the County's WIC program. Each award year would be for \$273,056.

**Need:** This grant proposal would assist Lane County in responding in some measure to the identified oral health needs of lower income children. The County's program reaches children as young as three, through its collaboration with Head Start, and is currently in thirteen local schools (where it reaches children age 5 – 7). Receipt of this expansion grant would permit the program to offer both fluoride varnish and sealants. DHS surveyed almost 4,000 first-through-third grade students in Oregon and found 66% of them had dental decay; with that decay left untreated in half of the cases. The lack of fluoridated water in Lane County is another contributing factor to dental decay, as is the unwillingness of dentists to treat low-income clients. DHS estimates that there is one available dentist for every 14,854 low-income clients in Lane County.

## **C. Board Goals**

Supports Board goal of providing outstanding customer/constituent service.

## **D. Financial and/or Resource Considerations**

**Amount:** Request for \$273,056 per year for two years. Please note that this category of federal grant permits the entity to retain all program income, though there are specific program income reporting guidelines, already adhered to by the CHC.

**Current Staff:** The grant seeks to recover the costs associated Extra Help OA hours. The Extra Help OA hours are used to schedule school visits, follow-up with clients, provide office coverage and complete routine clerical and administrative tasks. The grant seeks \$28,184 for these purposes. Based on program income and grant funding, the CHC will consider seeking Board approval of a fulltime, 1.0 FTE OA to support dental outreach.

### **Direct Hires:**

- The CHC would hire one additional dental hygienist, preferably with a Limited Access Permit, at \$119,727 (Step 9 of the senior dental hygienist series)
- Additional Extra Help or a half-time dental hygienist, estimated at \$37,440

- One office assistant 2 bilingual at \$72,575 (Step 3), preferably with medical or dental experience.

**Space:** The dental program works in local schools and at the LCC dental facility\*, so program expansion would not entail additional office space, though the grant application seeks to recover the cost of the current rental space. The dental office space is rented at the Head Start facility located in the former Whitaker School Building at a cost of \$500/month. That space is sufficient to accommodate both of the anticipated additional FTEs.

\*There is an MOA in place for access to the LCC dental facility, where some of the actual dental procedures would take place.

**Materials:** One current source of funding for the dental materials (a grant via the Sacred Heart Foundation) will sunset in April, 2009. Therefore the grant seeks to replace the materials/supplies currently funded by that grant. Some materials (sealants) are provided at no-cost by DHS, but the Clinic is requesting materials support to expand the sealant program and to offer glass ionomer sealants, which permit for earlier intervention.

## **E. Analysis**

The information required by the Board of County Commissioners prior to approval of grant applications and receipt of grant funds is provided below.

1. What is the Match Requirement, if any, and how is that to be covered for the duration of the grant?

There is no required match.

2. Will the grant require expenditures for Material and Services or capital not fully paid for by the grant?

No. All expenditures needed for the implementation of the grant are included in the grant application budget. Please note that the FQHC receives the dental sealant material directly from DHS, as part of a collaborative effort.

3. Will the grant funds be fully expended before county funds need to be spent?

All funding for the dental program comes from non-County sources.

4. How will the administrative work of the grant be covered if the grant funds don't cover it?

Grant funds cover all administrative work connected with this project. Including the hiring of an office assistant.

5. Have grant stakeholders been informed of the grant sunset policy so there is no misunderstanding when the funding ends? Describe plan for service if funding does not continue.

Stakeholders have been informed of the grant funding duration. The initial funding is available for one year only. Letters of support and letters of commitment are included in the grant application. Community partners are aware of the collaboration and/or cooperation being requested.

6. What accounting, auditing, and evaluation obligations are imposed by the grant conditions?

Costs of data collection and reporting are covered by the grant.

7. How will the department cover the accounting, auditing, and evaluation obligations? How are the costs for these obligations covered, regardless of whether they are in the department submitting the grant or a support service department? Does the department acknowledge that the county will need to cover these costs and it is an appropriate cost incurred by support service departments?

Funds are budgeted in the grant application to meet all these obligations. The county will not be required to expend funds for these purposes. .

8. Are there any restrictions against applying the county full cost indirect?

No. An indirect amount has been included in the grant application budget, per the negotiated agreement with the federal government.

9. Are there unique or unusual conditions that trigger additional county work effort, or liability, i.e., maintenance of effort requirements or supplanting prohibitions or indemnity obligations?

If approved, funding will come directly from the Federal Government. There has been no indication that there will be additional strictures placed on the funding. The grant funds will enhance/expand and not supplant existing programs. Current malpractice liability for the FQHC is under the FTCA and the additional provider to be hired with the grant funding (1.0 FTE dental hygienist) would also be covered under the FTCA.

10. Grants involving technology issues require Information Services department review and approval prior to submission to the Board to ensure compatibility with existing county systems and development tools.

This grant does not have technology issues that will have an impact on existing county systems.

11. Information services department sign-off is required for all agenda items requesting funding for new or enhanced computer applications/systems that will interface with existing county systems/infrastructure.

This item does not apply to this grant application.

12. If this is a grant funded computer/software application project . . .

This is not a grant funded computer/software applications project.

**F. Alternatives / Options**

1. Approve the grant proposal submission.
2. Decline the proposed grant submission.

**IV. TIMING/IMPLEMENTATION**

Board approval being received, subsequent action will be dependent on receipt of a notice of grant award in FY 10.

**V. RECOMMENDATION**

Health & Human Services supports approval of this request.

**VI. FOLLOW-UP**

If selected/funded, H&HS will work with the County Administrator's Office to process all grant award documents. Action would then be taken, via separate board order , to authorize the addition of the proposed FTEs – 1.0 senior dental hygienist, 1.0 office assistant2 bilingual, Extra Help or part-time dental hygienist and additional office assistant Extra Help or permanent fulltime hours/FTE.

**VII. ATTACHMENTS**

Board Order

**THE BOARD OF COUNTY COMMISSIONERS, LANE COUNTY, OREGON**

**ORDER:** ) ORDER / \_\_\_\_\_ IN THE MATTER OF APPLYING FOR A  
) DEPARTMENT OF HEALTH RESOURCES AND SERVICES  
) ADMINISTRATION GRANT FOR DENTAL OUTREACH  
) PREVENTION SERVICES VIA THE FQHC IN THE AMOUNT  
) OF \$273,056 PER YEAR AND DELEGATING AUTHORITY TO  
) THE COUNTY ADMINISTRATOR TO EXECUTE GRANT  
) DOCUMENTS

WHEREAS, Lane County administers an effective dental outreach program that benefits thousands of low-income children annually; and

WHEREAS, the U.S. Health Resources and Services Administration has advertised an opportunity for Federally Qualified Health Centers to complete for dental program expansion funding; and

WHEREAS, the Community Health Centers of Lane County, a Federally Qualified Health Center, desires to expand its dental outreach program; and

WHEREAS, the County Commissioners are confident that the Community Health Centers possess the expertise to extend the range of the dental outreach program and are convinced of the benefit the expansion will bring to underserved, low-income children in Lane County; and

WHEREAS, Lane Manual 21.137 sets forth policy regarding grant applications and requires Board approval and delegation of authority for both the application and any grant award acceptance greater than \$100,000 in value;

NOW, THEREFORE, IT IS HEREBY ORDERED, that the Board of County Commissioners approve an initial grant submission in the amount of \$273,056 for the period 1 September, 2009 through 31 August, 2010 to the U.S. Health Resources and Services Administration on behalf of the Community Health Centers of Lane County; and

IT IS FURTHER ORDERED, that the Board of County Commissioners delegate authority to the County Administrator to execute the grant documents and any resulting award documents.

DATED this \_\_\_\_\_ day of January, 2009.

\_\_\_\_\_  
Lane County Board Of Commissioners

APPROVED AS TO FORM  
Date 1/2/09 Lane County  
RL  
OFFICE OF LEGAL COUNSEL