

**CONTRACT BETWEEN
MARTIN COUNTY BOARD OF COUNTY COMMISSIONERS
AND
STATE OF FLORIDA DEPARTMENT OF HEALTH
FOR OPERATION OF THE
MARTIN COUNTY HEALTH DEPARTMENT
CONTRACT YEAR 2018-2019**

This contract is made and entered into between the State of Florida, Department of Health ("State") and the Martin County Board of County Commissioners ("County"), through their undersigned authorities, effective October 1, 2018.

RECITALS

A. Pursuant to Chapter 154, Florida Statutes, the intent of the legislature is to "promote, protect, maintain, and improve the health and safety of all citizens and visitors of this state through a system of coordinated county health department services."

B. County Health Departments were created throughout Florida to satisfy this legislative intent through "promotion of the public's health, the control and eradication of preventable diseases, and the provision of primary health care for special populations."

C. Martin County Health Department ("CHD") is one of the created County Health Departments.

D. It is necessary for the parties hereto to enter into this contract in order to ensure coordination between the State and the County in the operation of the CHD.

NOW THEREFORE, in consideration of the mutual promises set forth herein, the sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. RECITALS. The parties mutually agree that the foregoing recitals are true and correct and incorporated herein by reference.
2. TERM. The parties mutually agree that this contract shall be effective from October 1, 2018, through September 30, 2019, or until a written contract replacing this contract is entered into between the parties, whichever is later, unless this contract is otherwise terminated pursuant to the termination provisions set forth in paragraph 8. below.
3. SERVICES MAINTAINED BY THE CHD. The parties mutually agree that the CHD shall provide those services as set forth on Part III of Attachment II hereof, in order to maintain the following three levels of service pursuant to section 154.01(2), Florida Statutes, as defined below:
 - a. "Environmental health services" are those services which are organized and operated to protect the health of the general public by monitoring and regulating activities in the environment which may contribute to the occurrence or transmission of disease.

Environmental health services shall be supported by available federal, state and local funds and shall include those services mandated on a state or federal level. Examples of environmental health services include, but are not limited to, food hygiene, safe drinking water supply, sewage and solid waste disposal, swimming pools, group care facilities, migrant labor camps, toxic material control, radiological health, and occupational health.

b. "Communicable disease control services" are those services which protect the health of the general public through the detection, control, and eradication of diseases which are transmitted primarily by human beings. Communicable disease services shall be supported by available federal, state, and local funds and shall include those services mandated on a state or federal level. Such services include, but are not limited to, epidemiology, sexually transmissible disease detection and control, HIV/AIDS, immunization, tuberculosis control and maintenance of vital statistics.

c. "Primary care services" are acute care and preventive services that are made available to well and sick persons who are unable to obtain such services due to lack of income or other barriers beyond their control. These services are provided to benefit individuals, improve the collective health of the public, and prevent and control the spread of disease. Primary health care services are provided at home, in group settings, or in clinics. These services shall be supported by available federal, state, and local funds and shall include services mandated on a state or federal level. Examples of primary health care services include, but are not limited to: first contact acute care services; chronic disease detection and treatment; maternal and child health services; family planning; nutrition; school health; supplemental food assistance for women, infants, and children; home health; and dental services.

4. FUNDING. The parties further agree that funding for the CHD will be handled as follows:

a. The funding to be provided by the parties and any other sources is set forth in Part II of Attachment II hereof. This funding will be used as shown in Part I of Attachment II.

i. The State's appropriated responsibility (*direct contribution excluding any state fees, Medicaid contributions or any other funds not listed on the Schedule C*) as provided in Attachment II, Part II is an amount not to exceed \$ 2,797,498 (*State General Revenue, State Funds, Other State Funds and Federal Funds listed on the Schedule C*). The State's obligation to pay under this contract is contingent upon an annual appropriation by the Legislature.

ii. The County's appropriated responsibility (*direct contribution excluding any fees, other cash or local contributions*) as provided in Attachment II, Part II is an amount not to exceed \$823,739 (*amount listed under the "Board of County Commissioners Annual Appropriations section of the revenue attachment*).

b. Overall expenditures will not exceed available funding or budget authority, whichever is less, (either current year or from surplus trust funds) in any service category. Unless requested otherwise, any surplus at the end of the term of this contract in the County Health

Department Trust Fund that is attributed to the CHD shall be carried forward to the next contract period.

c. Either party may establish service fees as allowed by law to fund activities of the CHD. Where applicable, such fees shall be automatically adjusted to at least the Medicaid fee schedule.

d. Either party may increase or decrease funding of this contract during the term hereof by notifying the other party in writing of the amount and purpose for the change in funding. If the State initiates the increase/decrease, the CHD will revise the Attachment II and send a copy of the revised pages to the County and the Department of Health, Office of Budget and Revenue Management. If the County initiates the increase/decrease, the County shall notify the CHD. The CHD will then revise the Attachment II and send a copy of the revised pages to the Department of Health, Office of Budget and Revenue Management.

e. The name and address of the official payee to whom payments shall be made is:

County Health Department Trust Fund
Martin County
3441 SE Willoughby Blvd
Stuart, FL 34994

5. CHD DIRECTOR/ADMINISTRATOR. Both parties agree the director/administrator of the CHD shall be a State employee or under contract with the State and will be under the day-to-day direction of the Deputy Secretary for County Health Systems. The director/administrator shall be selected by the State with the concurrence of the County. The director/administrator of the CHD shall ensure that non-categorical sources of funding are used to fulfill public health priorities in the community and the Long Range Program Plan.

6. ADMINISTRATIVE POLICIES AND PROCEDURES. The parties hereto agree that the following standards should apply in the operation of the CHD:

a. The CHD and its personnel shall follow all State policies and procedures, except to the extent permitted for the use of County purchasing procedures as set forth in subparagraph b., below. All CHD employees shall be State or State-contract personnel subject to State personnel rules and procedures. Employees will report time in the Health Management System compatible format by program component as specified by the State.

b. The CHD shall comply with all applicable provisions of federal and state laws and regulations relating to its operation with the exception that the use of County purchasing procedures shall be allowed when it will result in a better price or service and no statewide Department of Health purchasing contract has been implemented for those goods or services. In such cases, the CHD director/administrator must sign a justification therefore, and all County purchasing procedures must be followed in their entirety, and such compliance shall be documented. Such justification and compliance documentation shall be maintained by the CHD in accordance with the terms of this contract. State procedures must be followed for all leases on facilities not enumerated in Attachment IV.

c. The CHD shall maintain books, records and documents in accordance with the Generally Accepted Accounting Principles (GAAP), as promulgated by the Governmental Accounting Standards Board (GASB), and the requirements of federal or state law. These records shall be maintained as required by the Department of Health Policies and Procedures for Records Management and shall be open for inspection at any time by the parties and the public, except for those records that are not otherwise subject to disclosure as provided by law which are subject to the confidentiality provisions of paragraphs 6.i. and 6.k., below. Books, records and documents must be adequate to allow the CHD to comply with the following reporting requirements:

- i. The revenue and expenditure requirements in the Florida Accounting Information Resource (FLAIR) System;
- ii. The client registration and services reporting requirements of the minimum data set as specified in the most current version of the Client Information System/Health Management Component Pamphlet;
- iii. Financial procedures specified in the Department of Health's Accounting Procedures Manuals, Accounting memoranda, and Comptroller's memoranda;
- iv. The CHD is responsible for assuring that all contracts with service providers include provisions that all subcontracted services be reported to the CHD in a manner consistent with the client registration and service reporting requirements of the minimum data set as specified in the Client Information System/Health Management Component Pamphlet.

d. All funds for the CHD shall be deposited in the County Health Department Trust Fund maintained by the state treasurer. These funds shall be accounted for separately from funds deposited for other CHDs and shall be used only for public health purposes in Martin County.

e. That any surplus/deficit funds, including fees or accrued interest, remaining in the County Health Department Trust Fund account at the end of the contract year shall be credited/debited to the State or County, as appropriate, based on the funds contributed by each and the expenditures incurred by each. Expenditures will be charged to the program accounts by State and County based on the ratio of planned expenditures in this contract and funding from all sources is credited to the program accounts by State and County. The equity share of any surplus/deficit funds accruing to the State and County is determined each month and at contract year-end. Surplus funds may be applied toward the funding requirements of each participating governmental entity in the following year. However, in each such case, all surplus funds, including fees and accrued interest, shall remain in the trust fund until accounted for in a manner which clearly illustrates the amount which has been credited to each participating governmental entity. The planned use of surplus funds shall be reflected in Attachment II, Part I of this contract, with special capital projects explained in Attachment V.

f. There shall be no transfer of funds between the three levels of services without a contract amendment unless the CHD director/administrator determines that an emergency exists wherein a time delay would endanger the public's health and the Deputy Secretary for County Health Systems has approved the transfer. The Deputy Secretary for County Health Systems shall forward written evidence of this approval to the CHD within 30 days after an emergency transfer.

g. The CHD may execute subcontracts for services necessary to enable the CHD to carry out the programs specified in this contract. Any such subcontract shall include all aforementioned audit and record keeping requirements.

h. At the request of either party, an audit may be conducted by an independent CPA on the financial records of the CHD and the results made available to the parties within 180 days after the close of the CHD fiscal year. This audit will follow requirements contained in OMB Circular A-133 and may be in conjunction with audits performed by County government. If audit exceptions are found, then the director/administrator of the CHD will prepare a corrective action plan and a copy of that plan and monthly status reports will be furnished to the contract managers for the parties. In lieu of the above, if both parties agree, the county's internal auditor may perform limited reviews of CHD operations.

i. The CHD shall not use or disclose any information concerning a recipient of services except as allowed by federal or state law or policy.

j. The CHD shall retain all client records, financial records, supporting documents, statistical records, and any other documents (including electronic storage media) pertinent to this contract for a period of five (5) years after termination of this contract. If an audit has been initiated and audit findings have not been resolved at the end of five (5) years, the records shall be retained until resolution of the audit findings.

k. The CHD shall maintain confidentiality of all data, files, and records that are confidential under the law or are otherwise exempted from disclosure as a public record under Florida law. The CHD shall implement procedures to ensure the protection and confidentiality of all such records and shall comply with sections 384.29, 381.004, 392.65 and 456.057, Florida Statutes, and all other state and federal laws regarding confidentiality. All confidentiality procedures implemented by the CHD shall be consistent with the Department of Health Information Security Policies, Protocols, and Procedures. The CHD shall further adhere to any amendments to the State's security requirements and shall comply with any applicable professional standards of practice with respect to client confidentiality.

l. The CHD shall abide by all State policies and procedures, which by this reference are incorporated herein as standards to be followed by the CHD, except as otherwise permitted for some purchases using County procedures pursuant to paragraph 6.b.

m. The CHD shall establish a system through which applicants for services and current clients may present grievances over denial, modification or termination of services. The CHD will advise applicants of the right to appeal a denial or exclusion from services, of failure to take account of a client's choice of service, and of his/her right to a fair hearing to the final

governing authority of the agency. Specific references to existing laws, rules or program manuals are included in Attachment I of this contract.

n. The CHD shall comply with the provisions contained in the Civil Rights Certificate, hereby incorporated into this contract as Attachment III.

o. The CHD shall submit quarterly reports to the County that shall include at least the following:

- i. The DE385L1 Contract Management Variance Report and the DE580L1 Analysis of Fund Equities Report;
- ii. A written explanation to the County of service variances reflected in the year end DE385L1 report if the variance exceeds or falls below 25 percent of the planned expenditure amount for the contract year. However, if the amount of the service specific variance between actual and planned expenditures does not exceed three percent of the total planned expenditures for the level of service in which the type of service is included, a variance explanation is not required. A copy of the written explanation shall be sent to the Department of Health, Office of Budget and Revenue Management.

p. The dates for the submission of quarterly reports to the County shall be as follows unless the generation and distribution of reports is delayed due to circumstances beyond the CHD's control:

- i. March 1, 2019 for the report period October 1, 2018 through December 31, 2018;
- ii. June 1, 2019 for the report period October 1, 2018 through March 31, 2019;
- iii. September 1, 2019 for the report period October 1, 2018 through June 30, 2019; and
- iv. December 1, 2019 for the report period October 1, 2018 through September 30, 2019.

7. FACILITIES AND EQUIPMENT. The parties mutually agree that:

a. CHD facilities shall be provided as specified in Attachment IV to this contract and the County shall own the facilities used by the CHD unless otherwise provided in Attachment IV.

b. The County shall ensure adequate fire and casualty insurance coverage for County-owned CHD offices and buildings and for all furnishings and equipment in CHD offices through either a self-insurance program or insurance purchased by the County.

c. All vehicles will be transferred to the ownership of the County and registered as County vehicles. The County shall ensure insurance coverage for these vehicles is available through either a self-insurance program or insurance purchased by the County. All vehicles will be used solely for CHD operations. Vehicles purchased through the County Health Department Trust Fund shall be sold at fair market value when they are no longer needed by the CHD and the proceeds returned to the County Health Department Trust Fund. The parties agree that the immediate preceding sentence is not applicable to Martin County.

8. TERMINATION.

a. Termination at Will. This contract may be terminated by either party without cause upon no less than one-hundred eighty (180) calendar days notice in writing to the other party unless a lesser time is mutually agreed upon in writing by both parties. Said notice shall be delivered by certified mail, return receipt requested, or in person to the other party's contract manager with proof of delivery.

b. Termination Because of Lack of Funds. In the event funds to finance this contract become unavailable, either party may terminate this contract upon no less than twenty-four (24) hours notice. Said notice shall be delivered by certified mail, return receipt requested, or in person to the other party's contract manager with proof of delivery.

c. Termination for Breach. This contract may be terminated by one party, upon no less than thirty (30) days notice, because of the other party's failure to perform an obligation hereunder. Said notice shall be delivered by certified mail, return receipt requested, or in person to the other party's contract manager with proof of delivery. Waiver of breach of any provisions of this contract shall not be deemed to be a waiver of any other breach and shall not be construed to be a modification of the terms of this contract.

9. MISCELLANEOUS. The parties further agree:

a. Availability of Funds. If this contract, any renewal hereof, or any term, performance or payment hereunder, extends beyond the fiscal year beginning July 1, 2019, it is agreed that the performance and payment under this contract are contingent upon an annual appropriation by the Legislature, in accordance with section 287.0582, Florida Statutes.

b. Contract Managers. The name and address of the contract managers for the parties under this contract are as follows:

For the State:

Shirley Watkins
Administrative Services Director
3441 SE Willoughby Blvd
Stuart, FL 34994
772-221-4000 x2155

For the County:

Dura Loving
Contract Compliance Specialist
2401 SE Monterey Road
Stuart, FL 34996
772-320-3217

If different contract managers are designated after execution of this contract, the name, address and telephone number of the new representative shall be furnished in writing to the other parties and attached to originals of this contract.

c. Captions. The captions and headings contained in this contract are for the convenience of the parties only and do not in any way modify, amplify, or give additional notice of the provisions hereof.

In WITNESS THEREOF, the parties hereto have caused this 19-page contract, with its attachments as referenced, including Attachment I (two pages), Attachment II (six pages), Attachment III (one page), Attachment IV (one page), and Attachment V (one page), to be executed by their undersigned officials as duly authorized effective the 1st day of October, 2018.

**BOARD OF COUNTY COMMISSIONERS
FOR MARTIN COUNTY**

**STATE OF FLORIDA
DEPARTMENT OF HEALTH**

SIGNED BY: _____

NAME: Edward V. Ciampi

TITLE: Chairman

DATE: _____

SIGNED BY: _____

NAME: Celeste Philip, MD, MPH

TITLE: Surgeon General and Secretary

DATE: _____

ATTESTED TO:

SIGNED BY: _____

NAME: Carolyn Timmann

TITLE: Clerk of the Circuit Court and
Comptroller

DATE: _____

SIGNED BY: Karlette J. Peck

NAME: Karlette J. Peck

TITLE: CHD Director/Administrator

DATE: 8/22/18

**APPROVED AS TO FORM AND LEGAL
SUFFICIENCY:**

SIGNED BY: _____

NAME: Sarah Woods

TITLE: County Attorney

DATE: _____

ATTACHMENT I
MARTIN COUNTY HEALTH DEPARTMENT
PROGRAM SPECIFIC REPORTING REQUIREMENTS AND PROGRAMS REQUIRING
COMPLIANCE WITH THE PROVISIONS OF SPECIFIC MANUALS

Some health services must comply with specific program and reporting requirements in addition to the Personal Health Coding Pamphlet (DHP 50-20), Environmental Health Coding Pamphlet (DHP 50-21) and FLAIR requirements because of federal or state law, regulation or rule. If a county health department is funded to provide one of these services, it must comply with the special reporting requirements for that service. The services and the reporting requirements are listed below:

<u>Service</u>	<u>Requirement</u>
1. Sexually Transmitted Disease Program	Requirements as specified in F.A.C. 64D-3, F.S. 381 and F.S. 384.
2. Dental Health	Periodic financial and programmatic reports as specified by the program office.
3. Special Supplemental Nutrition Program for Women, Infants and Children (including the WIC Breastfeeding Peer Counseling Program)	Service documentation and monthly financial reports as specified in DHM 150-24* and all federal, state and county requirements detailed in program manuals and published procedures.
4. Healthy Start/ Improved Pregnancy Outcome	Requirements as specified in the 2007 Healthy Start Standards and Guidelines and as specified by the Healthy Start Coalitions in contract with each county health department.
5. Family Planning	Requirements as specified in Public Law 91-572, 42 U.S.C. 300, et seq., 42 CFR part 59, subpart A, 45 CFR parts 74 & 92, 2 CFR 215 (OMB Circular A-110) OMB Circular A-102, F.S. 381.0051, F.A.C. 64F-7, F.A.C. 64F-16, and F.A.C. 64F-19. Requirements and Guidance as specified in the Program Requirements for Title X Funded Family Planning Projects (Title X Requirements)(2014) and the Providing Quality Family Planning Services (QFP): Recommendations of CDC and the U.S. Office of Population Affairs published on the Office of Population Affairs website. Programmatic annual reports as specified by the program office as specified in the annual programmatic Scope of Work for Family Planning and Maternal Child Health Services, including the Family Planning Annual Report (FPAR), and other minimum guidelines as specified by the Policy Web Technical Assistance Guidelines.
6. Immunization	Periodic reports as specified by the department pertaining to immunization levels in kindergarten and/or seventh grade pursuant to instructions contained in the Immunization Guidelines-Florida Schools, Childcare Facilities and Family Daycare Homes (DH Form 150-615) and Rule 64D-3.046, F.A.C. In addition, periodic reports as specified by the department pertaining to the surveillance/investigation of reportable vaccine-preventable diseases, adverse events, vaccine accountability, and assessment of immunization

- levels as documented in Florida SHOTS and supported by CHD Guidebook policies and technical assistance guidance.
7. Environmental Health
Requirements as specified in Environmental Health Programs Manual 150-4* and DHP 50-21*
 8. HIV/AIDS Program
Requirements as specified in F.S. 384.25 and F.A.C. 64D-3.030 and 64D-3.031. Case reporting should be on Adult HIV/AIDS Confidential Case Report CDC Form DH2139 and Pediatric HIV/AIDS Confidential Case Report CDC Form DH2140.

Requirements as specified in F.A.C. 64D-2 and 64D-3, F.S. 381 and F.S. 384. Socio-demographic and risk data on persons tested for HIV in CHD clinics should be reported on Lab Request DH Form 1628 in accordance with the Forms Instruction Guide.
Requirements for the HIV/AIDS Patient Care programs are found in the Patient Care Contract Administrative Guidelines.
 9. School Health Services
Requirements as specified in the Florida School Health Administrative Guidelines (May 2012). Requirements as specified in F.S. 381.0056, F.S. 381.0057, F.S. 402.3026 and F.A.C. 64F-6.
 10. Tuberculosis
Tuberculosis Program Requirements as specified in F.A.C. 64D-3 and F.S. 392.
 11. General Communicable Disease Control
Carry out surveillance for reportable communicable and other acute diseases, detect outbreaks, respond to individual cases of reportable diseases, investigate outbreaks, and carry out communication and quality assurance functions, as specified in F.A.C. 64D-3, F.S. 381, F.S. 384 and the CHD Epidemiology Guide to Surveillance and Investigations.
 12. Refugee Health Program
Programmatic and financial requirements as specified by the program office.

*or the subsequent replacement if adopted during the contract period.

ATTACHMENT II

MARTIN COUNTY HEALTH DEPARTMENT

PART I. PLANNED USE OF COUNTY HEALTH DEPARTMENT TRUST FUND BALANCES

	Estimated State Share of CHD Trust Fund Balance	Estimated County Share of CHD Trust Fund Balance	Total
1. CHD Trust Fund Ending Balance 09/30/18			
2. Drawdown for Contract Year October 1, 2018 to September 30, 2019		0	652314
3. Special Capital Project use for Contract Year October 1, 2018 to September 30, 2019		0	-207116
4. Balance Reserved for Contingency Fund October 1, 2018 to September 30, 2019		0	0

Special Capital Projects are new construction or renovation projects and new furniture or equipment associated with these projects, and mobile health vans.

0 445198 445198

ATTACHMENT II

MARTIN COUNTY HEALTH DEPARTMENT

Part II, Sources of Contributions to County Health Department

October 1, 2018 to September 30, 2019

	State CHD Trust Fund (cash)	County CHD Trust Fund	Total CHD Trust Fund (cash)	Other Contribution	Total
1. GENERAL REVENUE - STATE					
015040 AIDS PATIENT CARE	100,000	0	100,000	0	100,000
015040 AIDS PREVENTION & SURVEILLANCE - GENERAL REVENUE	20,920	0	20,920	0	20,920
015040 CHD - TB COMMUNITY PROGRAM	38,788	0	38,788	0	38,788
015040 DENTAL SPECIAL INITIATIVE PROJECTS	5,977	0	5,977	0	5,977
015040 FAMILY PLANNING GENERAL REVENUE	40,515	0	40,515	0	40,515
015040 PRIMARY CARE PROGRAM	175,290	0	175,290	0	175,290
015040 SCHOOL HEALTH SERVICES - GENERAL REVENUE	114,269	0	114,269	0	114,269
015050 CHD GENERAL REVENUE NON-CATEGORICAL	1,024,893	0	1,024,893	0	1,024,893
GENERAL REVENUE TOTAL	1,520,652	0	1,520,652	0	1,520,652
2. NON GENERAL REVENUE - STATE					
015010 ENVIRONMENTAL BIOMEDICAL WASTE PROGRAM	8,489	0	8,489	0	8,489
NON GENERAL REVENUE TOTAL	8,489	0	8,489	0	8,489
3. FEDERAL FUNDS - STATE					
007000 WIC BREASTFEEDING PEER COUNSELING PROG	29,694	0	29,694	0	29,694
007000 COASTAL BEACH WATER QUALITY MONITORING	10,963	0	10,963	0	10,963
007000 COMPREHENSIVE COMMUNITY CARDIO - PHBG	31,755	0	31,755	0	31,755
007000 CMS-MCH PURCHASED CLIENT SERVICES	13,187	0	13,187	0	13,187
007000 FAMILY PLANNING TITLE X - GRANT	61,135	0	61,135	0	61,135
007000 IMMUNIZATION ACTION PLAN	10,684	0	10,684	0	10,684
007000 MCH SPECIAL PRJCT UNPLANNED PREGNANCY	17,116	0	17,116	0	17,116
007000 MCH SPECIAL PROJECTS DENTAL	31,323	0	31,323	0	31,323
007000 BASE COMMUNITY PREPAREDNESS CAPABILITY	92,355	0	92,355	0	92,355
007000 BASE PUB HLTH SURVEILLANCE & EPI INVESTIGATION	67,384	0	67,384	0	67,384
007000 BASE VOLUNTEER MANAGEMENT	0	0	0	0	0
007000 IMPROVING STD PROGRAMS	20,824	0	20,824	0	20,824
007000 WIC PROGRAM ADMINISTRATION	541,142	0	541,142	0	541,142
015075 INSPECTIONS OF SUMMER FEEDING PROGRAM - DOE	1,704	0	1,704	0	1,704
015075 SUPPLEMENTAL SCHOOL HEALTH	181,608	0	181,608	0	181,608
018005 RYAN WHITE TITLE II ADAP DRUG REBATES	0	0	0	0	0
018005 AIDS DRUG ASSISTANCE PROGRAM ADMIN HQ	43,870	0	43,870	0	43,870
018005 RYAN WHITE TITLE II GRANT/CHD CONSORTIUM	107,507	0	107,507	0	107,507
FEDERAL FUNDS TOTAL	1,262,251	0	1,262,251	0	1,262,251
4. FEES ASSESSED BY STATE OR FEDERAL RULES - STATE					
001020 CHD STATEWIDE ENVIRONMENTAL FEES	134,229	0	134,229	0	134,229
001092 CHD STATEWIDE ENVIRONMENTAL FEES	173,133	0	173,133	0	173,133
001206 ON SITE SEWAGE DISPOSAL PERMIT FEES	14,075	0	14,075	0	14,075
001206 SANITATION CERTIFICATES (FOOD INSPECTION)	2,883	0	2,883	0	2,883
001206 SEPTIC TANK RESEARCH SURCHARGE	990	0	990	0	990
001206 SEPTIC TANK VARIANCE FEES 50%	500	0	500	0	500
001206 PUBLIC SWIMMING POOL PERMIT FEES-10% HQ TRANSFER	6,005	0	6,005	0	6,005
001206 DRINKING WATER PROGRAM OPERATIONS	939	0	939	0	939

ATTACHMENT II

MARTIN COUNTY HEALTH DEPARTMENT

Part II, Sources of Contributions to County Health Department

October 1, 2018 to September 30, 2019

	State CHD Trust Fund (cash)	County CHD Trust Fund	Total CHD Trust Fund (cash)	Other Contribution	Total
001206 REGULATION OF BODY PIERCING SALONS	83	0	83	0	83
001206 TANNING FACILITIES	121	0	121	0	121
001206 ONSITE SEWAGE TRAINING CENTER	1,895	0	1,895	0	1,895
001206 TATTO PROGRAM ENVIRONMENTAL HEALTH	1,070	0	1,070	0	1,070
001206 MOBILE HOME & RV PARK FEES	2,000	0	2,000	0	2,000
FEES ASSESSED BY STATE OR FEDERAL RULES TOTAL	337,923	0	337,923	0	337,923
5. OTHER CASH CONTRIBUTIONS - STATE:					
	0	0	0	0	0
090001 DRAW DOWN FROM PUBLIC HEALTH UNIT	0	0	0	0	0
OTHER CASH CONTRIBUTION TOTAL	0	0	0	0	0
6. MEDICAID - STATE/COUNTY:					
001057 CHD CLINIC FEES	0	75,351	75,351	0	75,351
001148 CHD CLINIC FEES	0	73,200	73,200	0	73,200
MEDICAID TOTAL	0	148,551	148,551	0	148,551
7. ALLOCABLE REVENUE - STATE:					
031005 COASTAL BEACH QUALITY MONITORING	1,162	0	1,162	0	1,162
ALLOCABLE REVENUE TOTAL	1,162	0	1,162	0	1,162
8. OTHER STATE CONTRIBUTIONS NOT IN CHD TRUST FUND - STATE					
ADAP	0	0	0	432,463	432,463
PHARMACY DRUG PROGRAM	0	0	0	32,713	32,713
WIC PROGRAM	0	0	0	2,145,523	2,145,523
BUREAU OF PUBLIC HEALTH LABORATORIES	0	0	0	18,549	18,549
IMMUNIZATIONS	0	0	0	84,020	84,020
OTHER STATE CONTRIBUTIONS TOTAL	0	0	0	2,713,268	2,713,268
9. DIRECT LOCAL CONTRIBUTIONS - BCC/TAX DISTRICT					
008005 CHD LOCAL REVENUE & EXPENDITURES	0	823,739	823,739	0	823,739
DIRECT COUNTY CONTRIBUTIONS TOTAL	0	823,739	823,739	0	823,739
10. FEES AUTHORIZED BY COUNTY ORDINANCE OR RESOLUTION - COUNTY					
001025 CHD CLINIC FEES	0	800	800	0	800
001077 CHD CLINIC FEES	0	78,872	78,872	0	78,872
001094 CHD LOCAL ENVIRONMENTAL FEES	0	213,990	213,990	0	213,990
001110 VITAL STATISTICS CERTIFIED RECORDS	0	232,000	232,000	0	232,000
FEES AUTHORIZED BY COUNTY TOTAL	0	525,662	525,662	0	525,662
11. OTHER CASH AND LOCAL CONTRIBUTIONS - COUNTY					
001029 CHD CLINIC FEES	0	208	208	0	208
001090 CHD CLINIC FEES	0	1,506	1,506	0	1,506
008050 SCHOOL HEALTH CLINICS FUNDED BY SCHOOL BOARD	0	101,701	101,701	0	101,701
010300 STATE UNDERGROUND PETROLEUM RESPONSE ACT	0	3,547	3,547	0	3,547
010500 CHD SALE OF SERVICES IN OR OUTSIDE OF STATE GOVT	0	216,515	216,515	0	216,515

ATTACHMENT II

MARTIN COUNTY HEALTH DEPARTMENT

Part II, Sources of Contributions to County Health Department

October 1, 2018 to September 30, 2019

	State CHD Trust Fund (cash)	County CHD Trust Fund	Total CHD Trust Fund (cash)	Other Contribution	Total
011000 CHD LOCAL REVENUE & EXPENDITURES	0	232,980	232,980	0	232,980
011000 SCHOOL HEALTH SERVICES - LOCAL AGENCY FUNDING	0	310,202	310,202	0	310,202
011001 CHD HEALTHY START COALITION CONTRACT	0	372,271	372,271	0	372,271
011001 HEALTHY START NUTRITION COUNSELING	0	3,000	3,000	0	3,000
090002 DRAW DOWN FROM PUBLIC HEALTH UNIT	0	207,116	207,116	0	207,116
OTHER CASH AND LOCAL CONTRIBUTIONS TOTAL	0	1,449,046	1,449,046	0	1,449,046
12. ALLOCABLE REVENUE - COUNTY					
031005 COASTAL BEACH QUALITY MONITORING	0	1,162	1,162	0	1,162
COUNTY ALLOCABLE REVENUE TOTAL	0	1,162	1,162	0	1,162
13. BUILDINGS - COUNTY					
ANNUAL RENTAL EQUIVALENT VALUE	0	0	0	0	0
JANITORIAL SERVICES	0	0	0	53,947	53,947
UTILITIES	0	0	0	250,000	250,000
BUILDING MAINTENANCE AND UTILITIES	0	0	0	0	0
GROUNDS MAINTENANCE	0	0	0	24,230	24,230
INSURANCE	0	0	0	0	0
OTHER (Specify)	0	0	0	0	0
OTHER (Specify)	0	0	0	0	0
BUILDINGS TOTAL	0	0	0	328,177	328,177
14. OTHER COUNTY CONTRIBUTIONS NOT IN CHD TRUST FUND - COUNTY					
EQUIPMENT / VEHICLE PURCHASES	0	0	0	0	0
VEHICLE INSURANCE	0	0	0	0	0
VEHICLE MAINTENANCE	0	0	0	0	0
OTHER COUNTY CONTRIBUTION (SPECIFY)	0	0	0	0	0
OTHER COUNTY CONTRIBUTION (SPECIFY)	0	0	0	0	0
OTHER COUNTY CONTRIBUTIONS TOTAL	0	0	0	0	0
GRAND TOTAL CHD PROGRAM	3,130,477	2,948,160	6,078,637	3,041,445	9,120,082

ATTACHMENT II

MARTIN COUNTY HEALTH DEPARTMENT

Part III, Planned Staffing, Clients, Services and Expenditures By Program Service Area Within Each Level of Service
October 1, 2018 to September 30, 2019

	Quarterly Expenditure Plan									Grand Total
	FTE's (0.00)	Clients Units	Services/ Visits	1st	2nd (Whole dollars only)	3rd	4th	State	County	
A. COMMUNICABLE DISEASE CONTROL:										
IMMUNIZATION (101)	2.90	558	766	54,791	63,908	54,791	63,908	19,388	218,010	237,398
SEXUALLY TRANS. DIS. (102)	2.03	523	904	37,084	43,254	37,084	43,254	42,881	117,795	160,676
HIV/AIDS PREVENTION (03A1)	0.67	0	650	9,462	11,036	9,462	11,036	40,685	311	40,996
HIV/AIDS SURVEILLANCE (03A2)	0.80	0	1	11,896	13,876	11,896	13,876	27,777	23,767	51,544
HIV/AIDS PATIENT CARE (03A3)	2.31	81	446	52,288	60,988	52,288	60,988	216,946	9,606	226,552
ADAP (03A4)	0.93	81	447	15,674	18,281	15,674	18,281	67,910	0	67,910
TUBERCULOSIS (104)	1.79	218	722	28,469	33,206	28,469	33,206	112,749	10,601	123,350
COMM. DIS. SURV. (106)	3.70	0	5,634	65,610	76,526	65,610	76,526	284,272	0	284,272
HEPATITIS (109)	0.11	35	50	1,422	1,658	1,422	1,658	3,320	2,840	6,160
PREPAREDNESS AND RESPONSE (116)	2.51	0	6	50,467	58,864	50,467	58,863	218,661	0	218,661
REFUGEE HEALTH (118)	0.00	0	0	0	0	0	0	0	0	0
VITAL RECORDS (180)	1.23	5,262	16,214	18,668	21,773	18,668	21,773	0	80,882	80,882
COMMUNICABLE DISEASE SUBTOTAL	18.98	6,758	25,840	345,831	403,370	345,831	403,369	1,034,589	463,812	1,498,401
B. PRIMARY CARE:										
CHRONIC DISEASE PREVENTION PRO (210)	0.60	2,799	154	16,499	19,244	16,499	19,244	71,486	0	71,486
WIC (21W1)	10.01	4,527	42,279	167,642	195,533	167,642	195,533	690,857	35,493	726,350
TOBACCO USE INTERVENTION (212)	0.00	0	0	0	0	0	0	0	0	0
WIC BREASTFEEDING PEER COUNSELING (21W2)	1.83	0	3,803	31,088	36,260	31,088	36,261	41,034	93,663	134,697
FAMILY PLANNING (223)	5.70	1,267	2,771	113,564	132,459	113,564	132,458	264,271	227,774	492,045
IMPROVED PREGNANCY OUTCOME (225)	0.00	0	0	0	0	0	0	0	0	0
HEALTHY START PRENATAL (227)	3.80	977	4,945	63,089	73,586	63,089	73,586	0	273,350	273,350
COMPREHENSIVE CHILD HEALTH (229)	0.00	0	0	0	0	0	0	0	0	0
HEALTHY START CHILD (231)	3.30	547	3,263	50,536	58,944	50,536	58,945	0	218,961	218,961
SCHOOL HEALTH (234)	14.70	0	357,606	262,035	305,631	262,035	305,631	297,891	837,441	1,135,332
COMPREHENSIVE ADULT HEALTH (237)	0.03	0	0	5,608	6,540	5,608	6,540	24,271	25	24,296
COMMUNITY HEALTH DEVELOPMENT (238)	2.04	0	601	44,211	51,567	44,211	51,567	185,060	6,496	191,556
DENTAL HEALTH (240)	4.03	3,991	4,343	70,386	82,096	70,386	82,096	44,521	260,443	304,964
PRIMARY CARE SUBTOTAL	46.04	14,108	419,765	824,658	961,860	824,658	961,861	1,619,391	1,953,646	3,573,037
C. ENVIRONMENTAL HEALTH:										
Water and Onsite Sewage Programs										
COSTAL BEACH MONITORING (347)	0.15	161	161	4,550	5,307	4,550	5,307	17,990	1,724	19,714
LIMITED USE PUBLIC WATER SYSTEMS (357)	0.87	96	447	14,969	17,459	14,969	17,458	8,343	56,512	64,855
PUBLIC WATER SYSTEM (358)	0.01	0	0	277	323	277	324	647	554	1,201
PRIVATE WATER SYSTEM (359)	1.27	1,114	1,471	17,771	20,728	17,771	20,727	0	76,997	76,997
ONSITE SEWAGE TREATMENT & DISPOSAL (361)	6.32	1,182	3,299	106,048	123,693	106,048	123,693	181,017	278,465	459,482
Group Total	8.62	2,553	5,378	143,615	167,510	143,615	167,509	207,997	414,252	622,249
Facility Programs										
TATTOO FACILITY SERVICES (344)	0.22	0	49	3,480	4,058	3,480	4,058	10,054	5,022	15,076
FOOD HYGIENE (348)	0.98	165	500	16,950	19,770	16,950	19,771	56,275	17,166	73,441

ATTACHMENT II

MARTIN COUNTY HEALTH DEPARTMENT

Part III, Planned Staffing, Clients, Services and Expenditures By Program Service Area Within Each Level of Service

October 1, 2018 to September 30, 2019

	FTE's (0.00)	Clients Units	Services/ Visits	Quarterly Expenditure Plan				State	County	Grand Total
				1st	2nd	3rd	4th			
				(Whole dollars only)						
BODY PIERCING FACILITIES SERVICES (349)	0.05	3	9	794	926	794	926	2,510	930	3,440
GROUP CARE FACILITY (351)	0.27	58	85	4,350	5,074	4,350	5,074	0	18,848	18,848
MIGRANT LABOR CAMP (352)	0.00	0	0	6	7	6	7	14	12	26
HOUSING & PUB. BLDG. (353)	0.00	0	0	0	0	0	0	0	0	0
MOBILE HOME AND PARK (354)	0.08	44	78	1,588	1,852	1,588	1,851	5,954	925	6,879
POOLS/BATHING PLACES (360)	1.41	410	1,005	23,944	27,928	23,944	27,927	80,596	23,147	103,743
BIOMEDICAL WASTE SERVICES (364)	1.06	305	388	16,628	19,394	16,628	19,394	51,719	20,325	72,044
TANNING FACILITY SERVICES (369)	0.04	3	8	697	813	697	812	2,543	476	3,019
Group Total	4.11	988	2,122	68,437	79,822	68,437	79,820	209,665	86,851	296,516
Groundwater Contamination										
STORAGE TANK COMPLIANCE SERVICES (355)	0.00	0	0	0	0	0	0	0	0	0
SUPER ACT SERVICES (356)	0.07	0	40	1,390	1,622	1,390	1,622	0	6,024	6,024
Group Total	0.07	0	40	1,390	1,622	1,390	1,622	0	6,024	6,024
Community Hygiene										
COMMUNITY ENVIR. HEALTH (345)	0.07	0	4	1,494	1,742	1,494	1,742	3,488	2,984	6,472
INJURY PREVENTION (346)	0.08	0	0	1,417	1,653	1,417	1,652	3,308	2,831	6,139
LEAD MONITORING SERVICES (350)	0.00	0	0	0	0	0	0	0	0	0
PUBLIC SEWAGE (362)	0.00	0	0	0	0	0	0	0	0	0
SOLID WASTE DISPOSAL SERVICE (363)	0.00	0	0	0	0	0	0	0	0	0
SANITARY NUISANCE (365)	0.00	0	0	102	119	102	118	238	203	441
RABIES SURVEILLANCE (366)	0.04	0	0	1,265	1,476	1,265	1,476	2,954	2,528	5,482
ARBORVIRUS SURVEIL. (367)	0.00	0	0	2	3	2	3	5	5	10
RODENT/ARTHROPOD CONTROL (368)	0.00	0	0	0	0	0	0	0	0	0
WATER POLLUTION (370)	0.22	0	134	6,638	7,743	6,638	7,743	15,500	13,262	28,762
INDOOR AIR (371)	0.01	0	1	247	288	247	287	576	493	1,069
RADIOLOGICAL HEALTH (372)	0.00	0	0	30	35	30	34	70	59	129
TOXIC SUBSTANCES (373)	0.00	0	0	5	6	5	5	11	10	21
Group Total	0.42	0	139	11,200	13,065	11,200	13,060	26,150	22,375	48,525
ENVIRONMENTAL HEALTH SUBTOTAL	13.22	3,541	7,679	224,642	262,019	224,642	262,011	443,812	529,502	973,314
D. NON-OPERATIONAL COSTS:										
NON-OPERATIONAL COSTS (599)	0.00	0	0	0	0	0	0	0	0	0
ENVIRONMENTAL HEALTH SURCHARGE (399)	0.00	0	0	7,544	8,799	7,544	8,798	32,685	0	32,685
MEDICAID BUYBACK (611)	0.00	0	0	277	323	277	323	0	1,200	1,200
NON-OPERATIONAL COSTS SUBTOTAL	0.00	0	0	7,821	9,122	7,821	9,121	32,685	1,200	33,885
TOTAL CONTRACT	78.24	24,407	453,284	1,402,952	1,636,371	1,402,952	1,636,362	3,130,477	2,948,160	6,078,637

ATTACHMENT III
MARTIN COUNTY HEALTH DEPARTMENT
CIVIL RIGHTS CERTIFICATE

The applicant provides this assurance in consideration of and for the purpose of obtaining federal grants, loans, contracts (except contracts of insurance or guaranty), property, discounts, or other federal financial assistance to programs or activities receiving or benefiting from federal financial assistance. The provider agrees to complete the Civil Rights Compliance Questionnaire, DH Forms 946 A and B (or the subsequent replacement if adopted during the contract period), if so requested by the department.

The applicant assures that it will comply with:

1. Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C., 2000 Et seq., which prohibits discrimination on the basis of race, color or national origin in programs and activities receiving or benefiting from federal financial assistance.
2. Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. 794, which prohibits discrimination on the basis of handicap in programs and activities receiving or benefiting from federal financial assistance.
3. Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. 1681 et seq., which prohibits discrimination on the basis of sex in education programs and activities receiving or benefiting from federal financial assistance.
4. The Age Discrimination Act of 1975, as amended, 42 U.S.C. 6101 et seq., which prohibits discrimination on the basis of age in programs or activities receiving or benefiting from federal financial assistance.
5. The Omnibus Budget Reconciliation Act of 1981, P.L. 97-35, which prohibits discrimination on the basis of sex and religion in programs and activities receiving or benefiting from federal financial assistance.
6. All regulations, guidelines and standards lawfully adopted under the above statutes. The applicant agrees that compliance with this assurance constitutes a condition of continued receipt of or benefit from federal financial assistance, and that it is binding upon the applicant, its successors, transferees, and assignees for the period during which such assistance is provided. The applicant further assures that all contracts, subcontractors, subgrantees or others with whom it arranges to provide services or benefits to participants or employees in connection with any of its programs and activities are not discriminating against those participants or employees in violation of the above statutes, regulations, guidelines, and standards. In the event of failure to comply, the applicant understands that the grantor may, at its discretion, seek a court order requiring compliance with the terms of this assurance or seek other appropriate judicial or administrative relief, to include assistance being terminated and further assistance being denied.

CASH RESERVED OR ANTICIPATED TO BE RESERVED FOR PROJECTS

<u>CONTRACT YEAR</u>	<u>STATE</u>	<u>COUNTY</u>	<u>TOTAL</u>
2017-2018*	\$ _____ 0	\$ _____ 0	\$ _____ 0
2018-2019**	\$ _____ 0	\$ _____ 0	\$ _____ 0
2019-2020***	\$ _____ 0	\$ _____ 0	\$ _____ 0
2020-2021***	\$ _____ 0	\$ _____ 0	\$ _____ 0
PROJECT TOTAL	\$ _____ 0	\$ _____ 0	\$ _____ 0

SPECIAL PROJECTS CONSTRUCTION/RENOVATION PLAN

PROJECT NUMBER: _____

PROJECT NAME: _____

LOCATION/ADDRESS: _____

PROJECT TYPE: NEW BUILDING ☒ ROOFING ☐

RENOVATION _____ PLANNING STUDY

NEW ADDITION _____ OTHER _____

SQUARE FOOTAGE: _____0

PROJECT SUMMARY: *Describe scope of work in reasonable detail.*

START DATE (Initial expenditure of funds) : _____

COMPLETION DATE: _____

DESIGN FEES: \$ _____ 0

CONSTRUCTION COSTS: \$ 0

FURNITURE/EQUIPMENT: \$ 0

TOTAL PROJECT COST: \$ _____ 0

COST PER SQ FOOT: \$ _____ 0

Special Capital Projects are new construction or renovation projects and new furniture or equipment associated with these projects and mobile health vans.

* Cash balance as of 9/30/18

** Cash to be transferred to FCO account.

*** Cash anticipated for future contract years.