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COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

November 24, 2021

Erie County Legislature
92 Franklin Street – Fourth Floor
Buffalo, New York 14202

**RE: Authorization to accept funding and enter into contracts for New York State
Public Health Corps Fellowship Program**

Dear Honorable Members:

The Erie County Department of Health is eligible to receive a Public Health Corps Fellowship Program through Health Research Inc. (HRI/NYSDOH). A total of \$12,350,184 over the next two years (\$6,175,092.00 annually) is available for Erie County through a Center for Disease Control and Prevention (CDC) sponsored cooperative agreement for Epidemiology and Laboratory Capacity for infectious Disease (ELC).

The total funds of \$12,350,184 over a two-year period would allow up to 80 public health fellows annually, of which 11 would be graduate fellows. All of the positions will be maintained and employed by Coordinated Care Services Inc. CCSI provides a broad array of management services and technical assistance specifically tailored to meet the needs of local behavioral health, social and human services departments, state agencies, and community-across New York State and they are uniquely suited to manage this program.

Should your Honorable Body require further information, I encourage you to contact the Health Department. Thank you for your consideration on this matter.

Sincerely yours,

Mark C. Poloncarz, Esq.
Erie County Executive

MCP/ja
Enclosure
CC: Gale Burstein, MD, MPH, Commissioner of Health

MEMORANDUM

To: Honorable Members of the Erie County Legislature
From: Department of Health
Re: Authorization to accept funding and enter into contracts for New York State Public Health Corps Fellowship Program
Date: November 24, 2021

SUMMARY

The purpose of this resolution is to authorize the Erie County Department of Health to accept funding from New York State Public Health Corps and to enter into a sole source agreement with CCSI for the hiring of public health fellows.

The funding will be used to recruit, train, deploy and manage the fellows serving our local health department. It will also help to improve our capacity in targeting specific communities in need within our county.

FISCAL IMPLICATIONS

Positive. This is 100% state share grant with no county matching dollars.

REASONS FOR RECOMMENDATION

The New York State public health corps was an idea launched in 2020 as a response to the COVID-19 pandemic. Conceptually the public health corps will train and organize a groups of public health experts who will serve as reserve of staff in the event of future pandemics or other public health crises. Over a two-year period, Erie County would be responsible for, and benefit from, the training of 80 total fellows, 11 of whom would be from local graduate school programs. The fellows would receive compensation and benefits as part of their training package.

By accepting this funding, the fellows hired by Coordinated Care Services would enhance the Erie County Department of Health's ability to respond to current and emerging public health emergencies. It would also allow the department to improve its health education services to inform and protect our community. By doing such we will be able to improve our outreach to our vulnerable populations and enhance the local COVID-19 public health response regarding testing, contact tracing, vaccination, prevention campaigns along with community education and operations. Through this partnership the fellows hired will be able to address the ongoing needs of our community over the next two years.

The Coordinator position hired by CCSI will work with the Erie County Department of Health to identify host organizations to provide work experience for fellows, which can include Federally Qualified Health Centers (FQHCs), NYS Designated Rural Health Centers, community-based organizations and other locations approved by New York State Department of Health (NYSDOH).

Coordinated Care Services Inc. (CCSI) would be the sole contractor in the hiring and onboarding of the fellows. CCSI has a long history of working with Erie County Department of Mental Health along with several other counties within New York State including Onondaga and Monroe Counties. Fringe and indirect costs will be paid for out of the funding received from New York State Public Health Corps. These costs include a 15% administrative fee and a 31% fringe benefit cost. Coordinated Care Services will also provide services for ongoing employment of staff that are needed. These needs will be determined by the Erie County Health Department and also by the various Community Organizations that wish to use fellows to assist with projects within their perspective organizations. These include background checks, benefits coordination and overall work performance issues in conjunction with input from the program coordinator. Coordinated Care Services will work closely with Erie County Department of Health (ECDOH) regarding work performance issues and placement concerns.

CONSEQUENCES OF NEGATIVE ACTION

Erie County would be unable to take advantage of this grant program.

STEPS FOLLOWING APPROVAL

The Erie County Department of Health will follow the appropriate steps necessary to accept the funding. A contract will be issued to Coordinated Care Services Inc. to begin the hiring and onboarding process.

**A RESOLUTION SUBMITTED BY:
DEPARTMENT OF HEALTH**

RE: Authorization to accept funding and enter into contracts for New York State Public Health Corps Fellowship Program

WHEREAS, the Erie County Department of Health has responsibility to ensure the health and safety of its residents by its ability to respond to public health emergencies; and

WHEREAS, Health Education and awareness is a valuable way to educate Erie County Residents and to protect the community; and

WHEREAS, Providing Fellows to perform outreach and education to our vulnerable population enhances Erie Counties ability to do such; and

WHEREAS, Fellows would be able to directly assist with the local COVID-19 public health response and prevention campaigns and address the local health needs over the next two years; and

WHEREAS, The New York State Public Health Corps will provide the resumes for follow applicants to the Erie County Health Department; and

WHEREAS, That Coordinated Care Services Inc. (CCSI) has a long history with Erie County Mental Health Services and has provided services to other counties throughout New York State and is a sole source provider of state grant contract management;

NOW, THEREFORE, BE IT

RESOLVED, that the Erie County Department of Health is authorized to receive a grant award from New York State to be budgeted as follows:

NYS Public Health Corps Fellowship Program

127FELLOWSHIP2123
09/01/21 - 07/31/23

<u>SAP</u>	<u>REVENUE</u>	<u>BUDGET</u>
409000	State Aid	12,350,184
	TOTAL	<u>12,350,184</u>

<u>SAP</u>	<u>EXPENSES</u>	<u>BUDGET</u>
516020	Prof Ser Cnt and Fees	12,350,184
	TOTAL	<u>12,350,184</u>

and be it further

RESOLVED, that the Erie County Legislature hereby authorizes the County Executive to enter into a sole source contract with Coordinated Care Services Inc. (CCSI) for hiring of the fellows; and be it further

RESOLVED, that the Director of Budget and Management is hereby authorized to adjust items of appropriations and revenues, which may be impacted by changes to the grantor award, provided there are no changes to authorized personnel levels; and be it further

RESOLVED, that the Clerk of the Legislature shall forward certified copies of this Resolution to the Erie County Executive, the Office of the Comptroller, the Division of Budget and Management, the Department of Personnel, the County Attorney's Office, and to Dr. Gale Burstein, the Commissioner of Health.