



6

**CITY OF DANBURY**  
**155 DEER HILL AVENUE**  
**DANBURY, CONNECTICUT 06810**

**DAVID W. ST. HILAIRE**  
**DIRECTOR FINANCE**

**(203) 797-4652**  
**FAX: (203) 796-1526**

---

---

**MEMORANDUM**

---

---

**DATE:** 9/20/2011  
**TO:** MARK D BOUGHTON VIA THE CITY COUNCIL  
**FROM:** DAVID W. ST. HILAIRE, DIRECTOR OF FINANCE *DSt*  
**SUBJECT:** PUBLIC HEALTH EMERGENCY RESPONSE GRANT

---

Attached for your review is a resolution that will allow the City of Danbury to apply for and accept funding from the State of Connecticut Department of Public Health. Receipt of this funding will allow the City to continue its emergency planning and response activities.

This funding, not to exceed \$56,324, covers 8/10/11-8/9/12 and requires no local match.

The City Council is respectfully requested to consider this resolution at its next meeting. If you have any questions or require any additional information, please contact my office at 203-797-4652.

Attach.

DWS/sk

cc: S. Leroy

6-1



# RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

\_\_\_\_\_ A.D. 2011

**RESOLVED** BY THE CITY COUNCIL OF THE CITY OF DANBURY

**WHEREAS** the State of Connecticut Department of Public Health has notified the City of Danbury Health and Human Services Department of continued funding for public health emergency preparedness; and

**WHEREAS** this funding will be used to fund the City's emergency planning and response activities; and

**WHEREAS** this funding, not to exceed \$56,324, covers the period of 8/10/11-8/9/12 and requires no local match.

**NOW, THEREFORE, BE IT RESOLVED THAT** Mark D. Boughton, Mayor, or Scott T. Leroy, Director of Health, as his designee, is authorized to apply for and accept this funding and execute on behalf of the City of Danbury all contracts, agreements or amendments and to take all actions necessary to effectuate the purposes thereof.



6-2

# CITY OF DANBURY

HEALTH & HUMAN SERVICES DEPARTMENT  
155 DEER HILL AVENUE, DANBURY, CONNECTICUT 06810

Central Health Office  
203 - 797-4625  
Fax 796-1596

Social Services Office  
203 - 797-4569  
Fax 797-4566

## Public Health Emergency Preparedness (PHEP) Impact Statement 8/10/11 through 8/9/12

The City of Danbury relies on the Public Health Emergency Preparedness (PHEP) grant from the State of Connecticut to fund the Department's Emergency Planning and Response activities related to Public Health Outbreak Prevention Planning.

The State of Connecticut Department of Public Health has provided \$56,324 so far towards this year's prevention plan and activities. PHEP activities would include, but are not limited too, personnel to implement actions and planning, training / conferences, drills, consultants, public education, telecommunications, etc... (see attached proposed budget).

There are no matching requirements for these funds.

All City Services 311  
Eviction Prevention 797-4565  
Information-Referral 797-4569

Dial 2-1-1 for all  
Connecticut Services!

Emergency Shelter 796-1661  
Em. Shelter Fax 796-1660  
WIC Program 797-4638

**STATE OF CONNECTICUT DEPARTMENT OF PUBLIC HEALTH**

Local Health Administration Branch, MS #11LOC

P.O. Box 340308, 410 Capitol Avenue

Hartford, CT 06134-0308

Telephone: (860) 509.7660

Fax: (860) 509.7782

**To:** Scott T. LeRoy, MPH, MS  
Danbury Health Department

**From:** Sue Walden, Health Program Associate  
Local Health Administration Branch

**Date:** July 7, 2011

**Subject:** Public Health Emergency Preparedness Grant Award  
Funding Allocation for 2011 - 2012

The Connecticut Department of Public Health (DPH) will be receiving continued Public Health Emergency Preparedness (PHEP) funding from the Centers for Disease Control and Prevention for the period August 10, 2011 through August 9, 2012.

As you are aware, DPH is receiving a reduction in PHEP funding for FY012. Therefore, municipalities and districts will receive a 10% reduction in PHEP grant funding for FY2012.

The Danbury Health Department will be receiving \$56,324 in PHEP funding for the period August 10, 2011 through August 9, 2012

The PHP Management Team will be meeting soon to discuss contractual activities. A separate memo will be forthcoming outlining the contractual activities and the instructions for budget preparation.

If you have any questions please feel free to contact me at [sue.walden@ct.gov](mailto:sue.walden@ct.gov) or (860) 509-7706.

6-4

### Budget Summary

Contractor Name:

Contract Number:

Contract Period: 8/10/11 – 8/9/14

Budget Period: 8/10/11 – 8/9/12

Year One

#### Program: Public Health Emergency Preparedness

Category	Total
1. Salaries & Wages*	19,760
2. Fringe Benefits*	1650.33
3. Mileage	600
4. HAN System Maintenance	1000
5. Computer/Software	4000
6. Office Supplies	2,500
7. Public Health Summit 2012	2000
8. Contractual (Sub-Contracts)**	12,000
9. Cell Phones	6,000
10. Internet Service	600
11. Other a. Public Liability	263
11. Other b. OT, Salary Reimbursement for HD Employees	2,571.23
12. Administrative and General Costs	3,379.44
<b>Total DPH Grant</b>	<b>56,324</b>

\* Complete salary detail sheet

\*\*Complete Sub-contractor Schedule A