



City of Danbury
155 Deer Hill Avenue
Danbury, CT 06810-7769

David W. St. Hilaire
DIRECTOR OF FINANCE

Phone (203)797-4652
FAX (203)796-1526

M E M O R A N D U M

DATE: 7/23/2007
TO: HON. MARK D. BOUGHTON VIA THE COMMON COUNCIL
FROM: DAVID W. ST. HILAIRE, DIRECTOR OF FINANCE *DWH*
RE: RESOLUTION-PER CAPITA GRANT-ADDITIONAL FUNDING

Attached for your review is a resolution that will allow the City of Danbury, Department of Health, Housing and Welfare, to accept additional funding from the State of Connecticut, Department of Public Health for the Per Capita program. This additional allocation, in the amount of \$18,896.64, will increase the 07/08 FY funding from \$75,491.43 to \$94,388.07. The grant period is 7/1/07-6/30/08 and requires no local match. A revised budget is also attached.

The Common Council is respectfully requested to consider this resolution at its next meeting.

Attach.

cc: S. Leroy

DWS/sk

RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 200_

RESOLVED by the Common Council of the City of Danbury:



WHEREAS the State of Connecticut, Department of Public Health has made available additional funding for the Per Capita 2007-2008 funding; and

WHEREAS the additional amount of \$18,896.64 increases the allocation from \$75,491.43 to \$94,388.07 for a grant term of July 1, 2007 through June 30, 2008.

NOW, THEREFORE, BE IT RESOLVED THAT Mark D. Boughton, Mayor of the City of Danbury, or Scott LeRoy, Director of Health, Housing and Welfare, as his designee, is authorized to accept this additional funding and execute on behalf of the City of Danbury all contracts, agreements or amendments and to take all actions necessary to accomplish the purposes of this additional funding.

		SFY 2008					
		Full Time					
		Per Capita Rate					
		\$ 0.940					
				New Per Cap Rate	SFY 2008		TOTAL
Full Time	2005	2008		\$1.18	Additional	\$4,206,227.52	PER CAPITA
Health Department	Population	Total		2008	Per Capita	% of	ALLOCATION
	Estimates	Allocation	Total Allocation	Payment	Per Cap Funding	\$ 84,088.00	SFY 2008
Bethel	18,760	\$ 17,634.40	\$ 22,136.80	\$ 4,502.40	0.0042	\$352.53	\$22,489.33
Bridgeport	139,008	\$ 130,667.52	\$ 164,029.44	\$ 33,361.92	0.0311	\$2,612.21	\$166,641.65
Colchester	15,389	\$ 14,465.66	\$ 18,159.02	\$ 3,693.36	0.0034	\$289.19	\$18,448.21
Danbury	78,736	\$ 74,011.84	\$ 92,908.48	\$ 18,896.64	0.0176	\$1,479.59	\$94,388.07
East Hartford	49,173	\$ 46,222.62	\$ 58,024.14	\$ 11,801.52	0.0110	\$924.05	\$58,948.19
Fairfield	57,813	\$ 54,344.22	\$ 68,219.34	\$ 13,875.12	0.0129	\$1,086.41	\$69,305.75
Glastonbury	33,089	\$ 31,103.66	\$ 39,045.02	\$ 7,941.36	0.0074	\$621.80	\$39,666.82
Greenwich	62,236	\$ 58,501.84	\$ 73,438.48	\$ 14,936.64	0.0139	\$1,169.53	\$74,608.01
Guilford	22,307	\$ 20,968.58	\$ 26,322.26	\$ 5,353.68	0.0050	\$419.19	\$26,741.45
Hartford	124,397	\$ 116,933.18	\$ 146,788.46	\$ 29,855.28	0.0278	\$2,337.65	\$149,126.11
Madison	18,812	\$ 17,683.28	\$ 22,198.16	\$ 4,514.88	0.0042	\$353.51	\$22,551.67
Manchester	55,572	\$ 52,237.68	\$ 65,574.96	\$ 13,337.28	0.0124	\$1,044.30	\$66,619.26
Meriden	59,653	\$ 56,073.82	\$ 70,390.54	\$ 14,316.72	0.0133	\$1,120.99	\$71,511.53
Middletown	47,438	\$ 44,591.72	\$ 55,976.84	\$ 11,385.12	0.0106	\$891.45	\$56,868.29
Milford	53,045	\$ 49,862.30	\$ 62,593.10	\$ 12,730.80	0.0119	\$996.81	\$63,589.91
New Britain	71,254	\$ 66,978.76	\$ 84,079.72	\$ 17,100.96	0.0159	\$1,338.99	\$85,418.71
New Canaan	19,984	\$ 18,784.96	\$ 23,581.12	\$ 4,796.16	0.0045	\$375.54	\$23,956.66
New Fairfield	14,261	\$ 13,405.34	\$ 16,827.98	\$ 3,422.64	0.0032	\$267.99	\$17,095.97
New Haven	124,791	\$ 117,303.54	\$ 147,253.38	\$ 29,949.84	0.0279	\$2,345.05	\$149,598.43
New Milford	28,667	\$ 26,946.98	\$ 33,827.06	\$ 6,880.08	0.0064	\$538.71	\$34,365.77
Norwalk	84,437	\$ 79,370.78	\$ 99,635.66	\$ 20,264.88	0.0189	\$1,586.73	\$101,222.39
Ridgefield	24,210	\$ 22,757.40	\$ 28,567.80	\$ 5,810.40	0.0054	\$454.95	\$29,022.75
Southington	42,077	\$ 39,552.38	\$ 49,650.86	\$ 10,098.48	0.0094	\$790.70	\$50,441.56
Stamford	120,045	\$ 112,842.30	\$ 141,653.10	\$ 28,810.80	0.0268	\$2,255.87	\$143,908.97
Stratford	49,943	\$ 46,946.42	\$ 58,932.74	\$ 11,986.32	0.0112	\$938.52	\$59,871.26
Wallingford	44,736	\$ 42,051.84	\$ 52,788.48	\$ 10,736.64	0.0100	\$840.67	\$53,629.15
Waterbury	107,902	\$ 101,427.88	\$ 127,324.36	\$ 25,896.48	0.0241	\$2,027.68	\$129,352.04
West Haven	52,923	\$ 49,747.62	\$ 62,449.14	\$ 12,701.52	0.0118	\$994.52	\$63,443.66
Wilton	17,960	\$ 16,882.40	\$ 21,192.80	\$ 4,310.40	0.0040	\$337.50	\$21,530.30
Windsor	28,778	\$ 27,051.32	\$ 33,958.04	\$ 6,906.72	0.0064	\$540.79	\$34,498.83
Total	1,667,396	\$ 1,567,352.24	\$ 1,967,527.28	\$ 400,175.04	0.3726	\$31,333.43	\$1,998,860.71

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: Directors of Health

FROM: Pamela Kilbey-Fox, Branch Chief
Local Health Administration Branch

SUBJECT: Increase in Per Capita Funding for Full time Health Departments/Districts

DATE: July 9, 2007

The Department of Public Health, Local Health Administration Branch is pleased to inform you of an increase in SFY 2008 Per Capita Funding to local health departments.

The new Per Capita rates for SFY 2008 area as follows:

Districts - \$2.43 – Towns with a population less than 5,000
 \$2.08 – Towns with a population greater than 5,000

Full-time - \$1.18

For health departments that **have** submitted their SFY 2008 Per Capita Application, a revised application will need to be submitted to include the additional funding. This can be accomplished by updating your current application on file (**districts page 4** of your application, **full time health departments page 3** of your application).

For health departments that **have not** submitted their SFY 2008 Per Capita Application, please update the per capita allocation amount on your current application to reflect the new per capita rates.

Attached is the new Per Capita Allocation Plan which outlines the additional funding each health department/district will be receiving. Your total allocation is located in the last column of the spreadsheet.

If you have any questions please feel free to contact Sue Walden at sue.walden@ct.gov or (860) 509-7706. Thank you for your attention to this matter.

sw/

attachment

STATE OF CONNECTICUT
DEPARTMENT OF PUBLIC HEALTH



16-9

SFY 2008 PER CAPITA FUNDING APPLICATION FOR:

Danbury Health Department
155 Deer Hill Avenue
Danbury, CT 06810

REVISED SFY 2008 Per Capita Allocation \$94,388.07 Population (2005) 78,736

This application certifies that Danbury Health Department is in compliance with the following terms of the State Aid to Full-time Health Department Program:

1. The city/town employs a duly authorized full-time Director of Health as defined in Section 19a-200 C.G.S. We understand that we may become ineligible to receive this Grant-in-Aid if the Director of Health position is either vacant or filled with an acting Director of Health for more than (3) months.
2. The city/town expends at least \$1.00 per capita per fiscal year from annual local tax receipts for health department services.
3. If this grant application is approved, monies granted will not be used to substitute for funds budgeted for the local health department under the normal budgetary process.
4. The information provided on behalf of the health department in this application and attachments is true and correct.

**Name of Individual
Completing the Application:**

Scott T. LeRoy
(Please print or type)
Signature: _____

Director of Health:

Scott T. LeRoy
(Please print or type)
Signature: _____

**Chief Elected
Official:**

Mayor Mark D. Boughton
(Please print or type)
Signature: _____

PROPOSED USE OF PER CAPITA FUNDS

Briefly describe how your department intends to use the per capita funds. Please identify which of the 8 core program functions you are addressing with this proposal (Section 19a-76-1). Use additional sheets of paper if needed.

If funds are used to support a staff position, include the salary detail for that position (hourly rate x hours per week). If the department is subcontracting out services or using a consultant, indicate rate of pay and/or funding detail for these services.

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Objective 1. This objective provides partial payment for medical assistant services at our communicable disease clinic. It primarily addresses Core Program G (Communicable Disease Control), but also contributes to Core Program A (Public Health Statistics) and Core Program D (Health Education). This objective was chosen due to the need for a full time medical assistant at the clinic. Without full time staffing, we would not be able meet the demand for services. The present hourly rate is \$15.96 and the workweek is 37.5 hours.

Objective 2. This objective provides cell phones. The objective addresses Core Program F (Environmental Health) in that it is a great benefit to our Environmental field staff. It also supports Core Program G (Communicable Disease Control) in that our Community Health Nurse has a cell phone. This objective is also a valuable aspect of Core Program H (Emergency Medical Services/Emergency Preparedness) in that it supports our emergency response capability. Further, it enables us to make better use of staff time, which is our greatest cost factor.

Objective 3. This objective provides significant support to our School Based Health Centers. It primarily addresses Core Program B (Maternal/Child Health), but also supports Core Programs D, E and G (Health Education, Nutritional Services and Communicable Disease). Without Per Capita

support, the clinics would be severely reduced in scope and less able to meet the level of student need.

Objective 4. This objective pays for a mandatory grant audit fee, as allowed by funding guidelines.

Objective 5. To provide field equipment as needed by essential programs, such as the septic program, food service, etc.. (Core Program F – Environmental Health).

Objective 6 . This objective provides maintenance services, updated hardware and updated software. This objective addresses all eight core programs in that computers have become essential to all of our programs. This objective also assures Internet access to staff. Again, all core programs are addressed. This objective was chosen due to the increasing importance and value of computer support to programs. Ultimately, it is expected to provide or facilitate services in all eight Core Programs (Core Program A – Public Health Statistics & D – Health Education).

Objective 7. Epidemiology & WIC Assistant: This objective is to enhance WIC services and data collection in the treatment and prevention of Sexually Transmitted Disease, foodborne disease. Tuberculosis and support the WIC program in times of high volume client demand. Such service is fundamental to the public education programs sponsored by the Department. It primarily addresses Core Program B (Maternal/Child Health), but also supports Core Programs D, E and G (Health Education, Nutritional Services and Communicable Disease). This position requires language-skills to support community outreach efforts promoting compliance in the treatment and prevention of communicable diseases (16.77/hr, hours vary).

OBJECTIVE 8. This objective provides health education (Core function D – Health Education & F – Environmental Health) to food service establishments regulated under the CT Public Health Code. Educational opportunities are being offered to those high risk establishments that might have struggled linguistically with the limited access to non-English classes and testing course for Qualified Food Operators and regulatory food safety techniques.

Objective 9. The existing population is growing and includes a large proportion of non-English speaking residents. Public Health education materials (West Nile Virus, Flu, Lyme Disease Prevention, etc...) can be provided by providing translation services (Core Function D – Environmental Health, F – Health Education, H – Emergency Preparedness).

Objective 10. To provide support staff for the City's Shelter beyond normal operations, example, winter time cold spells, snow storms, heavy rain events not anticipated or occurring in the past, etc... (Core function H – Emergency Preparedness & G – Communicable / Chronic Disease Control). Rates for part time or on call shelter workers (\$7 to \$20 per hour, varies) for normal shelter operation, emergency operational hours may be from 3 to 5 hours per day during the forecasted weather event.

Objective 11. To provide support staff for a part time position (\$19/hr, varies) to help improve the Lead Prevention program provide educational materials to those residents identified by testing as at risk for lead poisoning; as well as provide for skin cancer prevention educational opportunities for residents and children (Core Function D – Health Education & G – Communicable / Chronic Disease Control).

OFFICE OF LOCAL HEALTH ADMINISTRATION
 REVISED PER CAPITA APPLICATION

DATE 7/31/07
 NAME OF DIRECTOR OF HEALTH Scott T. LeRoy MPH, MS
 SIGNATURE OF DIRECTOR OF HEALTH _____

GRANT PROPOSAL FOR SFY 2008

POPULATION (2005) 78,736
 ALLOCATION(2008) \$94,388.07

BUDGET ITEM/OBJECTIVE (1)	PROPOSED OUTCOME MEASURE (2)	SFY 2008 ALLOCATION (4)
<p>If funds are being used to support a staff position, please include name of the individual (for a filled position) the salary detail for that position (hourly rate x hours per week).</p> <p>1. Provide partial funding of medical assistant services at the Department's Office of Community Medicine for the year. The medical assistant position is full time. Rate of pay is presently \$15.96/hr. for 37.5 hrs/wk</p>	<p>1. Provision of support for communicable disease control, including, but not limited to, sexually transmitted disease clinic and tuberculosis clinic. Service outcomes will, approximately, match the services provided in the prior fiscal year.</p>	<p>8,000</p>
<p>2. Provide mobile telephone lines, other communications Equipment / support and related repair/replacement costs.</p>	<p>2. Provide increased on-site communication during Emergencies such as hazardous materials releases; improve efficiency by enabling schedule changes of staff in the field, and enable field staff to contact clients.</p>	<p>1,000</p>
<p>3. Provide medical supplies, laboratory services, computer equipment and/or software and other support services to the Department's School Based Health Centers (Danbury High School and Broadview Middle School.)</p>	<p>3. Provide primary medical, social & mental health care to approximately 1,500 enrollees @ Danbury High School, & approximately 1,250 @ Broadview Middle School. Continue documentation of services, improve provision of student health surveillance and maintain quality assurance services. See attached listing for detail regarding budget. Additional information is on file with Brenda West in Grants & Contract Management.</p>	<p>58,794.49</p>
<p>4. Audit Fee</p>	<p>4. To be deducted, as per city policy.</p>	<p>943.88</p>
<p>5. Provide hand tools for our Health Dept. Programs (builders level etc)</p>	<p>5. Provide replacement tools needed for Septic Program, etc</p>	<p>100</p>
<p>6. Computer hardware, software, design and support services necessary to Maintain and/or update Department electronic public communications methods.</p>	<p>6. A. Provide services (web site design, maintenance), etc. B. Provide software, hardware & related equipment</p>	<p>2,500</p>

<p>7. Epidemiology assistant for communicable disease program. To assist in data collection and community outreach for Tuberculosis, STD, WTC and foodborne infections. Part time \$16.77/hr (\$2,500).</p>	<p>7. Outcome: Increase compliance in infectious disease treatment. Provide enhanced data base for Community Health education by the City Health Department, the schools, area hospitals and a range of health agencies. Increase capacity of Health Department in allocation and targeting of resources.</p>	<p>3,500</p>
<p>8. Provide Qualified Food Operator Training</p>	<p>8. Provide training needed by the Food Service Facilities required by the PHC to operate a food service facility.</p>	<p>5,000</p>
<p>9. Provide language translation and/or purchase of Public Health Education materials Used by the Health Department programs as needed, such as Food Safety & Education, Lead Hazards, Lyme Disease, Rabies, etc...</p>	<p>9. Provide Community Health Education Materials in languages For residents whose first language is not English and help Promote proper health education messages.</p>	<p>2,500</p>
<p>10. Provide staff & support (salary, fringe, utilities, supplies, etc..) to the City of Danbury's Shelter to provide services and temporary lodging to those individuals in need of supportive shelter. Part-time \$7 to \$20/hr.</p>	<p>10. Provision of staff & support to the City's Shelter to operate and provide shelter to those in need.</p>	<p>7,549.70</p>
<p>11. Provide Lead Poisoning Prevention & Skin Cancer prevention education, part time employee / \$19/hr.</p>	<p>11. Provide education to prevent lead poisoning and improve efforts to reduce skin cancer.</p>	<p>4,500</p>
<p>TOTAL</p>		<p>\$94,388.07</p>