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

**DENA DIORIO**  
DIRECTOR OF FINANCE

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

# Memorandum

**To:** Hon. Mark D. Boughton via the Common Council

**From:** Dena Diorio, Director of Finance and Personnel

**Date:** 1/30/2007

**Re:** Bioterrorism Pandemic Flu Amendment

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Attached for your review is a resolution allowing the City of Danbury Health, Housing and Welfare Department to accept additional funding for the Public Health Preparedness and Response Planning grant, which comvers 8/31/05 through 8/30/07. This additional funding, in the amount of \$28,500 is to be used exclusively for Pandemic Influenza Planning and requires no local match.

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

Attachments



423-1

## CITY OF DANBURY

HEALTH, HOUSING & WELFARE DEPARTMENT  
155 DEER HILL AVENUE, DANBURY, CT 06810

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

Central Welfare Office  
203 - 797-4569  
Fax 797-4566

January 26, 2007

Mayor Mark D. Boughton  
Common Council  
155 Deer Hill Avenue  
Danbury, CT 06810

RE: Increased funding for Bioterrorism / Emergency Preparedness Grant

Please note that the current Bioterrorism / Emergency Preparedness Grant, provided through the Connecticut Department of Public Health (CTDPH), for the contract years August 2005 to August 2007 has been increased from \$174,695 to \$203,195.00. The additional \$28,500 increase in funding is earmarked for providing the City of Danbury with a specific Pandemic Influenza Response Plan in accordance with Federal & CTDPH directives.

A separate budget was revised and prepared to provide the services required by the CTDPH grant and is consistent with the previous grant year requirements. If you have any questions concerning the planning process, feel freed to contact me at any time.  
Thank you.

Sincerely,

Scott LeRoy MPH, MS  
Director of Health, Housing & Welfare

Medical Outreach 797-4567  
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  
Administration 796-1504

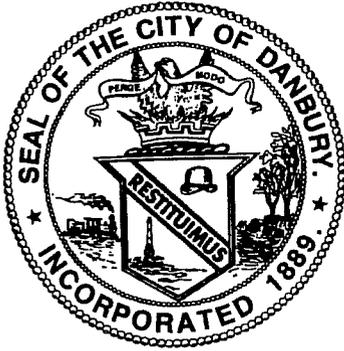
432

# 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 Public Health Preparedness and Response Planning grant covering August 31, 2005 through August 30, 2007;

**WHEREAS** the additional amount of \$28,500 increases the original two-year contract from \$174,695 to \$203,195 and represents funds which are to be spent exclusively for the purposes of Pandemic Influenza Planning and requires no local match; and

**WHEREAS** the Danbury Health, Housing and Welfare Department will provide this planning in accordance with Federal and State of Connecticut Department of Public Health directives.

**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.

LB-3

**Approved Revised Budget**

**Approved Budget Year One**  
**Budget Period: 8/31/05 – 8/30/06**

**Program: Public Health Emergency Preparedness**

Category	Amount
<b>Personnel:</b>	
1. Name & Position: Jill Olejniczak, BT Facilitator	
Calculation: \$31.50/hr x 25 hrs/week x 25.94 weeks	\$20,430
Fringe Benefit: 7.39%	1,510
2. Name & Position: Elizabeth Benjamin, HazMat Planner	
Calculation:	1,260
Fringe Benefit: 9.36%	118
3. Name & Position: TBD, Full time Salary Reimbursement	
For BT-related training/participation	2,300
Fringe Benefit: 15.08%	347
4. Public Liability – Fringe	395
5. Travel .405 per mile x 370 miles	150
6. Training	500
7. Educational Materials	1,000
8. Office Supplies	1,000
9. Medical Materials	2,000
10. Contractual (Subcontracts)	13,882
11. Cellular Phone Service	5,000
12. Advertising	400
13. Other Expenses	
a. Muratec Maintenance Contract/Supplies	500
b. Ancillary Supplies	500
c. Conferences	500
d. Equipment	29,520
14. Administrative Costs (up to 10% of total award)	3,388
<b>Total Year One</b>	<b>\$84,700</b>

**Subcontractor Detail Form**

Subcontractor Name: **To Be Determined**

Address:

Telephone:

Select One: A  Budget Basis    B  Fee-for-Service    C X Hourly Rate

Indicate One:                       MBE                       WBE                       Neither

Line Item	Amount
Plan update, after action reports preparation, drill/exercise planning and participation	\$13,882
approx. \$100/hrx 2.77 hrs/wk x 50wks	
<b>Total Subcontract Amount:</b>	<b>\$13,882</b>