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CITY OF DANBURY
155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

DAVID W. ST. HILAIRE
DIRECTOR OF FINANCE

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

MEMORANDUM

DATE: 6/24/2010
TO: MARK D BOUGHTON VIA THE CITY COUNCIL
FROM: DAVID W. ST. HILAIRE, DIRECTOR OF FINANCE *DWS*
SUBJECT: RESOLUTION-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. The purpose of this funding is to allow the City to continue its emergency planning and response activities.

This funding, not to exceed \$62,582, covers 8/10/10-8/9/11 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



RESOLUTION

13-1

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A.D. 2010

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 \$62,582.00, covers 8/10/10 - 8/9/11 and requires no local match.

NOW, THEREFORE, BE IT RESOLVED THAT Mark D. Boughton, Mayor of the City of Danbury, 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 accomplish the purposes of this funding.

STATE OF CONNECTICUT DEPARTMENT OF PUBLIC HEALTH

13-2

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 LeRoy, Director of Health
Danbury Health Department

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

Date: June 16, 2010

Subject: Public Health Emergency Preparedness Grant
Funding Allocation for 2010 - 2011

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, 2010 through August 9, 2011.

We are pleased to inform you that local health departments will be funded under this grant at the same level as last year. At this time, DPH does not have information on whether the Public Health Emergency Readiness funding (H1N1) will continue for another year, but will keep you informed when information is available.

The Danbury Health Department will be receiving \$62,582 in PHEP funding for the period August 10, 2010 through August 9, 2011. Listed below are some of the activities that will be required under the PHEP contracts. Please keep in mind these activities when preparing your PHEP budgets. The local health department/district shall:

- Work with Regional Public Health Advisor (RPHA) to complete the local assessment for Project Public Health Ready application.
- Complete the technical assistance review (TARs) of the local mass dispensing area plan. Analyze information from the TAR to identify strengths and gaps for mass dispensing in the region. Collaborate with the RPHA and other local health departments/districts in the MDA and DEMHS Region to address gaps.
- Collaborate with other local health departments/districts to conduct a feasibility study of alternative mass dispensing methods in the region, such as drive-thru, mobile dispensing teams, and distribution to large businesses.
- Actively participate in regional drills and exercises that are required by the Cities Readiness Initiative (CRI).

Please prepare a PHEP budget for the funding amount identified above and submit your budget via email to Rebecca.foreman@ct.gov by **July 8, 2010**. Please use the attached budget forms.

If you have any questions, please feel free to contact me at (860) 509-7706 or sue.walden@ct.gov.
cc: Leonard Guercia
Pamela Kilbey-Fox
Mary Pettigrew

Danbury Health Department Contract Log #2011-1070

Contract Period: 08/10/10 to 8/9/11

Budget Period: 8/10/10 to 8/9/11

Program: Public Health Emergency Preparedness

Category	Amount
	Program #1
	Amount
Personnel:	
1) Name & Position: Kristy Gray, PHEP Assistant	
Calculation: \$19/hr X 24hrs/wk (3 days / wk) X 52 wks	23,712
Fringe Benefit: 10%	2,371.20
2) Name & Position: TBD Salary / Fringe Reimbursement	
Calculation: Employee related work, Over Time, Drills, Exercises, Meetings, Trainings, etc...	3,000
Fringe Benefit: %	
3) Name & Position: ,	
Calculation:	
Fringe Benefit: %	
4) Name & Position: ,	
Calculation:	
Fringe Benefit: %	
5) Name & Position: ,	
Calculation:	
Fringe Benefit: %	
6) Travel per mile X miles	
7) Training	1,000
8) Educational Materials	1,000
9) Office Supplies	2,030
10) Medical Materials	1,000
11) Contractual (Subcontracts)***	15,652.80
12) Telephone	5,000
13) Advertising	
14) Other Expenses (List Below)	
a) Conferences	4,500
b) Public Liability	316
c) Equipment	3,000
d)	
IF Administrative Costs	
Total DPH Grant	62,582.00
Other Program Income:	

*** Complete Subcontractor Schedule A