



CITY OF DANBURY

155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

DENA DIORIO
DIRECTOR OF FINANCE

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

MEMORANDUM

DATE: 6/27/2006
TO: HON. MARK D. BOUGHTON VIA THE COMMON COUNCIL
FROM: DENA DIORIO, DIRECTOR OF FINANCE AND PERSONNEL
RE: RESOLUTION-PER CAPITA GRANT

Attached for your review is a resolution that will allow the City of Danbury, Department of Health and Housing, to apply for and accept funding from the State of Connecticut, Department of Public Health in the amount of \$74,641.49. There is no local cash match.

Also attached is a copy of the grant application and budget for your review. 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.

DD/sk

ATTACHMENTS

CC: S. LEROY

STATE OF CONNECTICUT
DEPARTMENT OF PUBLIC HEALTH



SFY 2007 PER CAPITA FUNDING APPLICATION FOR:

Danbury Health Department
155 Deer Hill Avenue
Danbury, CT 06810

SFY 2007 Per Capita Allocation \$74,641.49 Population (2004) 78,221

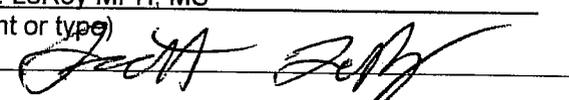
This application certifies that Danbury Health Department is in compliance with the following terms of the State Aid to Full-time Health Department Program:

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 LeRoy
(Please print or type)
Signature: 

Director of Health:

Scott T. LeRoy MPH, MS
(Please print or type)
Signature: 

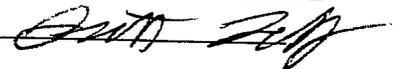
**Chief Elected
Official:**

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

OFFICE OF LOCAL HEALTH ADMINISTRATION
 PER CAPITA APPLICATION

DATE 6/27/06

NAME OF DIRECTOR OF HEALTH Scott T. LeRoy MPH, MS

SIGNATURE OF DIRECTOR OF HEALTH 

POPULATION (2004) 78,221

ALLOCATION(2007) \$74,641.49

GRANT PROPOSAL FOR SFY 2007

BUDGET ITEM/OBJECTIVE (1)	PROPOSED OUTCOME MEASURE (2)	SFY 2007 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 period of 7/1/05 to 6/30/06. 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>747</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 (software, hardware, maintenance), etc.. B. Provide software, hardware & related equipment</p>	<p>500</p>

7. Maintain / Design of department's web site.

8. Epidemiology assistant for communicable disease program. To assist
In data collection and community outreach for Tuberculosis, STD and
foodborne infections. Part time \$15/hr (\$3,000).

9. Provide Qualified Food Operator Training

10. 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...

11. Provide staff & support to the City of Danbury's Shelter to provide services and
Temporary lodging to those individuals in need of supportive shelter. Part-time \$9 to \$17/hr.

C. Provide internet service.

7. Provide community health profile information and
facilitate the utilization of department services and
provide community health education.

8. 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.

9. Provide training needed by the Food Service Facilities
required by the PHC to operate a food service facility.

10. Provide Community Health Education Materials in languages
For residents whose first language is not English and help
Promote proper health education messages.

11. Provision of staff & support to the City's Shelter to operate
and provide shelter to those in need.

500

2,500

1000

500

1000

TOTAL

\$74,641.49

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 pager. 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. 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

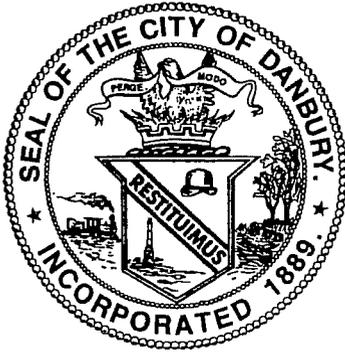
Objective 6 & 7. These objectives provide a professional designed web site for our department. Initially, it was used to disseminate community health assessment (Core Program #1-Health Statistics) information. However, it has become obvious that it a valuable means of informing the public about such issues as mosquito control/WNV (Core Programs D & F-Health Education & Environmental Health). As of Fiscal year 2002-2003, the web site has been used to facilitate our Public Health Preparedness activities (Core Program H- Emergency Medical Services/Emergency Preparedness). Ultimately, it is expected to provide or facilitate services in all eight Core Programs.

Objective 8. Epidemiology Assistant: This objective is to enhance data collection in the treatment and prevention of Sexually Transmitted Disease, foodborne disease and Tuberculosis. Such data is fundamental to the public education programs sponsored by the Department. This position requires language skills to support community outreach efforts promoting compliance in the treatment and prevention of communicable diseases.

OBJECTIVE 9. This objective provides health education (Core function D & F) 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 10. 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, F, H).

Objective 11. To provide support staff for the City's Shelter beyond normal operations, example, winter time cold spells not anticipated or occurring in the past, etc... (Core function H & G). Rates for three existing shelter workers are from \$9 to \$17 per hour for normal shelter operation, emergency operational hours may be 3 hours per day during the forecasted weather event.



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 additional per capita funds available for 2006 - 2007 to municipalities in accordance with Section 19a-202 of the Connecticut General Statutes; and

WHEREAS, the City of Danbury through the Danbury Health and Housing Department has formulated a program to promote optimal public health quality in the City of Danbury; and

WHEREAS, a continuation grant award application for \$74,641.49 with no local match requirement will be processed by the Danbury Health and Housing Department for a grant term of July 1, 2006 through June 30, 2007.

NOW, THEREFORE, BE IT RESOLVED THAT the Mayor of the City of Danbury, Mark D. Boughton, is hereby authorized to apply for and accept said per capita grant funds of \$74,641.49 to execute all contracts or amendments thereof concerning said grant and to take all necessary actions to effectuate the purposes thereof.