



**Health & Human Services  
Agency  
COUNTY OF TULARE  
AGENDA ITEM**

**BOARD OF SUPERVISORS**

KUYLER CROCKER  
District One

PETE VANDER POEL  
District Two

AMY SHUKLIAN  
District Three

J. STEVEN WORTHLEY  
District Four

MIKE ENNIS  
District Five

**AGENDA DATE:** May 15, 2018

|   |     |                                     |     |                                     |
|---|-----|-------------------------------------|-----|-------------------------------------|
| Public Hearing Required   | Yes | <input type="checkbox"/>            | N/A | <input checked="" type="checkbox"/> |
| Scheduled Public Hearing w/Clerk  | Yes | <input type="checkbox"/>            | N/A | <input checked="" type="checkbox"/> |
| Published Notice Required   | Yes | <input type="checkbox"/>            | N/A | <input checked="" type="checkbox"/> |
| Advertised Published Notice   | Yes | <input type="checkbox"/>            | N/A | <input checked="" type="checkbox"/> |
| Meet & Confer Required  | Yes | <input type="checkbox"/>            | N/A | <input checked="" type="checkbox"/> |
| Electronic file(s) has been sent  | Yes | <input checked="" type="checkbox"/> | N/A | <input type="checkbox"/>            |
| Budget Transfer (Aud 308) attached  | Yes | <input checked="" type="checkbox"/> | N/A | <input type="checkbox"/>            |
| Personnel Resolution attached   | Yes | <input type="checkbox"/>            | N/A | <input checked="" type="checkbox"/> |
| Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s) | Yes | <input type="checkbox"/>            | N/A | <input checked="" type="checkbox"/> |
| CONTACT PERSON: Vienna Barnes    PHONE: 624-8075                                      |     |                                     |     |                                     |

**SUBJECT:** Authorize Tulare County Health & Human Services Agency to accept the Healthy CalFresh Initiative Award from the California Department of Social Services

**REQUEST(S):**  
That the Board of Supervisors:  
Authorize Tulare County Health & Human Services Agency's Human Services Branch Director to accept the Healthy CalFresh Initiative Award in the amount of \$25,000 from the California Department of Social Services retroactive from May 1, 2018 through June 30, 2018. This acceptance is retroactive because the California Department of Social Services will only reimburse the County for costs incurred by Healthy CalFresh Initiative activities through June 30, 2018. Due to the short timeline it was necessary to commence these activities prior to this Board meeting.

**SUMMARY:**  
In February 2018, the California Department of Social Services (CDSS) announced a special funding opportunity to help launch the Healthy CalFresh Initiative for county social services departments. Tulare County Health & Human Services TulareWORKs Division applied to be a recipient of the award on March 13, 2018. We received the notification of award on March 22, 2018. Accepting the award funds does not require a grant agreement, as the award letter contains a special funding program code which allows costs incurred for this initiative to be claimed for reimbursement.

The Healthy CalFresh Initiative helps forge a stronger relationship between

**SUBJECT:** Authorize Tulare County Health & Human Services Agency to accept the Healthy CalFresh Initiative Award from the California Department of Social Services  
**DATE:** May 15, 2018

CalFresh and Supplemental Nutrition Assistance Program Education (SNAP-Ed) in the counties and for our recipients. This special, one-time funding is intended to support a mixture of county activities for client education using three ready-made campaigns: *Get More at the Farmer's Market*, *ReThink Your Drink*, and *EatFresh.org*. These campaigns focus on increasing awareness about the acceptance of CalFresh benefits at farmers' markets, healthy food and drink choices, and the preparation of healthy meals.

The U.S. Census July 2017 estimate for the Tulare County population is 464,493. As of February 2018, more than 1 in every 5 of those Tulare County residents receives CalFresh benefits. Providing clients with information for awareness around making healthy food and drink choices directly impacts the health and well-being of our entire community.

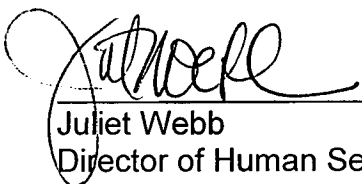
**FISCAL IMPACT/FINANCING:**

The award amount of \$25,000 is 100% State funded and must be expended by June 30, 2018. There is no additional net cost to the County General Fund. There is no grant agreement required by the state to accept the funding. Instead, the award letter contains a special funding program code to be used to claim allowable costs for reimbursement.

**LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:**

Tulare County's five-year strategic plan includes the Quality of Life initiative to promote and encourage the provision of quality supportive services for at-risk adults, youth and children in state and federally mandated programs. This agreement increases the ability to fulfill that obligation by providing resources about ways to utilize CalFresh benefit dollars to purchase and prepare healthy food choices.

**ADMINISTRATIVE SIGN-OFF:**

  
\_\_\_\_\_  
Juliet Webb  
Director of Human Services

cc: Auditor-Controller  
County Counsel  
County Administrative Office (2)

Attachment(s) AUD 308  
Award Letter

**BEFORE THE BOARD OF SUPERVISORS  
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF AUTHORIZE )  
TULARE COUNTY HEALTH & HUMAN ) Resolution No. \_\_\_\_\_  
SERVICES AGENCY TO ACCEPT THE ) Agreement No. \_\_\_\_\_  
THE HEALTHY CALFRESH INITIATIVE )  
AWARD FROM THE CALIFORNIA  
DEPARTMENT OF SOCIAL SERVICES

UPON MOTION OF SUPERVISOR \_\_\_\_\_, SECONDED BY  
SUPERVISOR \_\_\_\_\_, THE FOLLOWING WAS ADOPTED BY THE  
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD \_\_\_\_\_  
\_\_\_\_\_, BY THE FOLLOWING VOTE:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

ATTEST: MICHAEL C. SPATA  
COUNTY ADMINISTRATIVE OFFICER/  
CLERK, BOARD OF SUPERVISORS

BY: \_\_\_\_\_  
Deputy Clerk

\* \* \* \* \*

Authorized Tulare County Health & Human Services Agency's Human Services Branch Director to accept the Healthy CalFresh Initiative Award in the amount of \$25,000 from the California Department of Social Services retroactive from May 1, 2018 through June 30, 2018. This acceptance is retroactive because the California Department of Social Services will only reimburse the County for costs incurred by Healthy CalFresh Initiative activities through June 30, 2018. Due to the short timeline it was necessary to commence these activities prior to this Board meeting.

**AUD-308 - Budget Adjustment Form**

2:59 PM

|            |  |                    |  |                   |  |
|------------|--|--------------------|--|-------------------|--|
| 04/30/2018 |  | 11/18              |  | 2018              |  |
| Date:      |  | Document ID Number |  | Accounting Period |  |

|             |  |  |                |          |           |
|-------------|--|--|----------------|----------|-----------|
| HHS A       |  |  | Hal McCauley   | 624-7483 |           |
| Agency Name |  |  | Contact Person | Phone    | Extension |

| Action**<br>A,C,D           | Fund | Dept | Appr #   | LEVEL 1 Finish Here |  |  | Current Amount             | Revised Amount     | Inc / Dec Amt      |               |
|-----------------------------|------|------|----------|---------------------|--|--|----------------------------|--------------------|--------------------|---------------|
| C                           | 001  | 142  | 142INTRA |                     |  |  | 62,913,160                 | 62,938,160         | 25,000             |               |
| C                           | 001  | 142  | 142RE    |                     |  |  | (36,547,213)               | (36,559,713)       | (12,500)           |               |
| C                           | 001  | 142  | 142SSUP  |                     |  |  | 129,385,099                | 129,397,599        | 12,500             |               |
|                             |      |      |          |                     |  |  |                            |                    | -                  |               |
|                             |      |      |          |                     |  |  |                            |                    | -                  |               |
|                             |      |      |          |                     |  |  |                            |                    | -                  |               |
|                             |      |      |          |                     |  |  |                            |                    | -                  |               |
|                             |      |      |          |                     |  |  |                            |                    | -                  |               |
| <b>Appropriations Total</b> |      |      |          |                     |  |  | <i>Need Not Equal Zero</i> | <b>155,751,046</b> | <b>155,776,046</b> | <b>25,000</b> |

| Action**<br>A,C,D | Fund | Dept | Appr #   | Unit | Object | Rev  | LEVEL 2 Start Here     |                      |                      |             |
|-------------------|------|------|----------|------|--------|------|------------------------|----------------------|----------------------|-------------|
| C                 | 001  | 142  |          | 4030 |        | 5019 | 41,409,385             | 41,434,385           | (25,000)             |             |
| C                 | 001  | 142  | 142INTRA | 4030 | 9700   |      | 13,537,834             | 13,562,834           | 25,000               |             |
| A                 | 001  | 142  | 142RE    | 4052 | 9800   |      |                        | (12,500)             | (12,500)             |             |
| A                 | 001  | 142  | 142RE    | 4052 | 7066   |      |                        | 12,500               | 12,500               |             |
| A                 | 001  | 142  | 142RE    | 6040 | 9800   |      |                        | (12,500)             | (12,500)             |             |
| C                 | 001  | 142  | 142SSUP  | 6040 | 7066   |      | 41,730                 | 54,230               | 12,500               |             |
|                   |      |      |          |      |        |      |                        |                      | -                    |             |
|                   |      |      |          |      |        |      |                        |                      | -                    |             |
|                   |      |      |          |      |        |      |                        |                      | -                    |             |
|                   |      |      |          |      |        |      |                        |                      | -                    |             |
|                   |      |      |          |      |        |      |                        |                      | -                    |             |
|                   |      |      |          |      |        |      |                        |                      | -                    |             |
|                   |      |      |          |      |        |      |                        |                      | -                    |             |
|                   |      |      |          |      |        |      |                        |                      | -                    |             |
|                   |      |      |          |      |        |      |                        |                      | -                    |             |
|                   |      |      |          |      |        |      |                        |                      | -                    |             |
| <b>Line Total</b> |      |      |          |      |        |      | <i>Must Equal Zero</i> | <b>\$ 54,988,949</b> | <b>\$ 55,038,949</b> | <b>\$ -</b> |

Reason for Adjustment (To Avoid Correspondence, State Reason in Detail):

Receive the Healthy CalFresh Initiative one-time outreach funds in the amount of \$25,000. Open intra transfer lines in the amount of \$25,000 for Health Unit 6040 and and Adult Services unit 4052 to reimburse for performing outreach activities. Increase Special Department Expense for associated activity costs that will be offset with intra revenues.

*[Signature]*

Affected Dept Head Signature

Other Affected Dept Head Signature

Checked By: \_\_\_\_\_  
 County Executive Office Action: No. \_\_\_\_\_ Date: \_\_\_\_\_  
 Approved       Disapproved

Entered By: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Distribution: 1: BOS/CAO/Auditor

By: \_\_\_\_\_  
 Board of Supervisors Action: No. \_\_\_\_\_ Date: \_\_\_\_\_

**Action Codes: A=Add, C=Change, D=Deactivate**  
 \* Whenever a 93XX account budget is adjusted, a corresponding 94XX account budget must be adjusted in the billing agency, except for ISPs.  
 \* Whenever a 95XX account budget is adjusted, a corresponding 96XX account budget must be adjusted in the billing agency, and vice versa.  
 \* Whenever a 97XX account budget is adjusted, a corresponding 98XX account budget must be adjusted in the billing agency, and vice versa.

*L.M.*



CDSS

WILL LIGHTBOURNE  
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY  
**DEPARTMENT OF SOCIAL SERVICES**  
744 P Street • Sacramento, CA 95814 • [www.cdss.ca.gov](http://www.cdss.ca.gov)



EDMUND G. BROWN JR.  
GOVERNOR

March 28, 2018

Ms. Idalia Gonzalez  
Tulare County  
4031 W Noble Ave.  
Visalia, CA 93277

Dear Ms. Idalia Gonzalez:

Congratulations, the California Department of Social Services (CDSS) CalFresh Nutrition Education Program has approved your application to participate in the Healthy CalFresh Initiative.

You have been approved to implement the following campaign(s):

- Get More at the Farmer's Market**
- ReThink Your Drink Event-in-a-Box**
- EatFresh.org**

Your total award amount is: \$25,000.00.

Additional information regarding these campaigns is available at [the CDSS Healthy CalFresh Initiative webpage](#).

This award letter also provides instructions for claiming expenditures for project activities approved by CDSS and outlined in the Healthy CalFresh Initiative campaigns indicated above. The administrative claiming instructions provided in this letter are effective with and limited to the June 2018 quarter.

**Administrative Claiming Instructions**

Program code (PC) 497 has been established to claim costs associated with the activities outlined in the enclosed plan that was approved by CDSS. The following Time Study Code (TSC), direct cost Program Identifier Numbers (PINs), and Direct to Program (DTP) support staff code are to be used by counties for claiming costs associated with these CDSS approved projects. The sharing ratio for PC 497 reflects reimbursement using 100 percent state CalFresh Reinvestment Funds. Any claim amounts that exceed the total award amount specified above will not be reimbursed by CDSS.

Ms. Idalia Gonzalez  
Page Two

*TSC Description*

The following is a description of TSC 4971, which can be used by county caseworkers to claim time spent on these program activities:

**CODE 4971 CALFRESH COUNTY SPECIAL PROJECT**

Includes time spent by county caseworkers engaged in the CDSS approved Healthy CalFresh Initiative campaign activities.

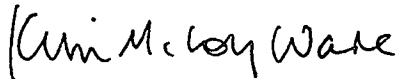
*Direct Cost PINs and DTP Code Information*

|  |                  |   |
|--|------------------|---|
| <b>PC</b>  | <b>497</b>       | <b>CalFresh County Special Project</b>  |
| <b>PIN</b>   | <b>497031</b>    | <b>Contracted Activities</b>            |
|  | <b>497072</b>    | <b>CalFresh Outreach Costs</b>          |
|  | <b>497088-91</b> | <b>Operating Costs</b>                  |
|  | <b>497093</b>    | <b>Support Staff – OT/CTO Costs</b>     |
|  | <b>497094</b>    | <b>Startup/Nonrecurring Costs</b>       |
| <b>DTP</b>   | <b>C66</b>       | <b>CalFresh County Special Projects</b> |
| <b>Costs will be funded at 00/00/100/00 (Federal/State/Reimbursement/County)</b> |                  |   |

Questions regarding claiming should be directed to [fiscal.systems@dss.ca.gov](mailto:fiscal.systems@dss.ca.gov).

For program questions associated with the Healthy CalFresh Initiative, counties may contact Terica Thomas, CalFresh Nutrition Education Section, at [healthycalfresh@dss.ca.gov](mailto:healthycalfresh@dss.ca.gov).

Sincerely,



KIM McCOY WADE, Chief  
CalFresh and Nutrition Branch

(Enclosure)