



## Board Report

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**File #:** A 22-461, **Version:** 1

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- a. Approve and authorize the Director of Health or the Assistant Director of Health to execute Amendment No. 2 to the Health Literacy Project agreement with Community Foundation of Monterey County, for the provision of education and outreach support services by Community-based Organizations, adding Exhibit C: Data Sharing and Use Agreement (CBOs), with no change to term of agreement; and
- b. Approve and authorize the Director of Health or the Assistant Director of Health to sign up to three (3) future amendments to this Agreement where the amendments do not significantly change the scope of work.

**RECOMMENDATION:**

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Director of Health or the Assistant Director of Health to execute Amendment No. 2 to the Health Literacy Project agreement with Community Foundation of Monterey County, for the provision of education and outreach support services by Community-based Organizations, adding Exhibit C: Data Sharing and Use Agreement (CBOs), with no change to term of agreement; and
- b. Approve and authorize the Director of Health or the Assistant Director of Health to sign up to three (3) future amendments to this Agreement where the amendments do not significantly change the scope of work.

**SUMMAR/DISCUSSION:**

The Virus Integration Distribution of Aid (VIDA) project is implemented by Monterey County Health Department in partnership with the Community Foundation of Monterey County to develop a community co-created health literacy approach to support and expand local efforts to reduce the number of (and/or disproportionality) of COVID-19 case, hospitalizations and mortality rates in the county. VIDA Outreach and Education project was initially funded from January 1 - June 30, 2021, however, Monterey County Health Department was awarded additional funding by Health and Human Services to support and further expand local efforts to June 30, 2023 with additional work on COVID-19 health literacy. With the expansion efforts through Health and Human Services: Advancing Health Literacy Grant, CFMC contracted with two of the VIDA Community-Based Organizations (CBOs). Utilizing Community Health Workers (CHW) employed by the CBOs, the project aims to provide COVID-19 health and safety information that is accurate, accessible, and culturally and linguistically appropriate, promote changes in the health care system that improve health information, communication, informed decision-making, and access to COVID-19 related health care services, and improve the health and safety of county residents.

This Amendment No. 2 incorporates into the agreement a data sharing agreement between the County and CFMC setting forth obligations related to safeguarding of data collected by the contracted CBOs.

Per requirements of the additional language in Exhibit C, MCHD will limit direct access to the raw data collected to only the approved data users and data will be saved on a secured county drive which is password and user protected. Once received, the data set are analyzed for various conditions that may not be reported on in other readily available reports or may be age adjusted, for which individual de-identified data are required. MCHD will utilize the data for reports to the Board of Supervisors, Community Health Assessments, health briefs, internal reports or for data requests.

The County of Monterey, Planning, Evaluation and Policy Unit has been working closely to improve consistency of data collection methods, which includes documentation and implementation of data sharing and use agreements for the various projects in which the County of Monterey is engaged in project or program evaluation activities. This extensive research resulted in delayed submission to the Board due to the thorough

review of all existing documents, including the original agreement between the County of Monterey and the Health Literacy Project agreement with the Community Foundation of Monterey County, including all amendments.

This work supports the Monterey County Health Department 2018-2022 Strategic Plan Goals: 1. Empower the community to improve health; 2. Enhance community health and safety through prevention; 3. Ensure access to culturally and linguistically appropriate, custom-friendly, quality health services; and 4. Engage MCHD workforce and improve operational functions to meet current and developing population health needs. It also supports the following of the ten essential public health services, specifically: 1. Monitor health status to identify and solve community health problems; 3. Inform, educate, and empower people about health issues; 4. Mobilize community partnerships and action to identify and solve health problems; 7. Link people to needed personal health services and assure the provision of health care when otherwise unavailable; and 9. Evaluate effectiveness, accessibility, and quality of personal and population-based health services.

OTHER AGENCY INVOLVEMENT:

The Office of County Counsel and the Auditor-Controller have reviewed and approved this Agreement as to legal form and fiscal provisions, respectively.

FINANCING:

There will be no fiscal impact resulting from the approval of this action.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Check the related Board of Supervisors Strategic Initiatives:

☐ Economic Development:

- Through collaboration, strengthen economic development to ensure a diversified and healthy economy.

☐ Administration:

- Promote an organization that practices efficient and effective resource management and is recognized for responsiveness, strong customer orientation, accountability, and transparency.

☒ Health & Human Services:

- Improve health and quality of life through County supported policies, programs, and services, promoting access to equitable opportunities for healthy choices and healthy environments in collaboration with communities.

☐ Infrastructure:

- Plan and develop a sustainable, physical infrastructure that improves the quality of life for County residents and supports economic development results.

☐ Public Safety:

- Create a safe environment for people to achieve their potential, leading businesses and communities to thrive and grow by reducing violent crimes as well as crimes in general.

Prepared by: Roxann Seepersad, Public Health Epidemiologist II, 755-4522

Approved by:

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Date: \_\_\_\_\_  
Elsa Mendoza Jimenez, Director of Health, 755-4526

Attachments:

Amendment No. 2

Exhibit C

Amendment No. 1

Agreement