

(213) 240-8101

February 6, 2003

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**APPROVAL OF A GRANT AGREEMENT FROM THE REGENTS OF THE  
UNIVERSITY OF CALIFORNIA AT SAN FRANCISCO**  
(All Districts) (4 Votes)

IT IS RECOMMENDED THAT YOUR BOARD:

1. Authorize and delegate authority to the Director of Health Services, or his designee, to sign a Grant Agreement, substantially similar to Exhibit I, from the Regents of the University of California at San Francisco (UCSF) to provide funding to support the Department of Health Services (DHS) Office of Diversity Programs (ODPs), in collaboration with its community and private partners, to update and re-shape the DHS' Cultural & Linguistic Standards manual in order to improve the provision of culturally and linguistically sensitive patient/consumer healthcare services to limited english proficient (LEP) patients/persons, effective January 13, 2003 through September 15, 2003, at an amount not to exceed \$17,000, and at no net County cost, upon review and approval by County Counsel and notification of the Board offices.
2. Delegate authority to the Director of Health Services, or his designee, to sign amendments substantially similar to the Grant Agreement with the UCSF which do not exceed 25% of the total amount of the Grant Agreement for the period of January 13, 2003 through September 15, 2003, upon review and approval by County Counsel and notification of the Board offices.
3. Approve the attached related appropriation adjustment in the amount of \$17,000, to reflect revenue not currently in the DHS 2002-03 Adopted Budget.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

The purpose of the recommended action is to ensure that the DHS' ODP will strengthen its governance and policies to improve services to LEP patients by updating and re-shaping DHS' Cultural & Linguistic Standards manual into a user friendly tool that will provide guidance in the provision of: 1) culturally and linguistically competent health care, 2) advance system-wide implementation efforts to improve cultural and linguistic services, 3) assistance in workforce training and education, and 4) achieving federal and State compliance.

The County has guidelines for the timely submission of actions for Board approval; however, the actual Grant Agreement itself was not received by the DHS from the UCSF until January 14, 2003; so it was not possible to schedule this action for placement on the Board's agenda three weeks prior to the UCSF start up date of January 13, 2003, as required under the Board's policy.

FISCAL IMPACT/FINANCING:

There is no net County cost involved with this action. The grant award amount for the period of January 13, 2003 through September 15, 2003 will not exceed \$17,000. Board approval of an appropriation adjustment is being requested in the amount of \$17,000, to recognize DHS acceptance of UCSF funding.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

The Network Program of the Center for the Health Professions at the UCSF, was established in 1998 to bring together academic centers, health plans, and community based practices throughout California to share perspectives, define new knowledge, and to innovate, interact, and collaborate, to improve contemporary healthcare practices. In particular, the Network Program funds those actions that advance the implementation of organizational strategies for advancing cultural healthcare competency efforts. This initiative is based on the recognition that true integration of cultural competency into health care requires approaches that recognize and use systems based approaches for making change. The DHS' ODPs is assisting in coordinating Departmental efforts to establish systems that promote diversity and maintain cultural competency in the work setting and in provision of healthcare services to DHS patients and the community at large. The DHS' cultural and linguistic standards and policies are consistent with State and federal policies and regulations.

County Counsel has approved the Grant Agreement as to form.

Attachment A provides additional information.

CONTRACTING PROCESS:

Not applicable to this action.

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IMPACT ON CURRENT SERVICES (OR PROJECTS):

Approval of the recommended action will ensure that the DHS' Cultural & Linguistic Standards manual and the provision of services to LEP patients/persons are properly updated and improved while achieving federal and State compliance.

When approved, this Department requires three signed copies of the Board's action.

Respectfully submitted,

Thomas L. Garthwaite, M.D.  
Director and Chief Medical Officer

TLG:gi

Attachments (2)

c: Chief Administrative Officer  
County Counsel  
Executive Officer, Board of Supervisors

pm:01/27/03  
BLCD2549.GI

SUMMARY OF AGREEMENT1. Type of Service:

The Department of Health Services' (DHS) Office of Diversity Programs (ODP) will strengthen its governance and policies to improve services to limited english proficient (LEP) patients, by updating and re-shaping the DHS' Cultural & Linguistic Standards manual into a user friendly tool that will provide guidance in the provision of: 1) culturally and linguistically competent health care, 2) advance system-wide implementation efforts to improve cultural and linguistic services, 3) assistance in workforce training and education, and 4) achieving State and federal compliance.

2. Agency Address, Contact Person, and Telephone Number(s):

The Regents of the University of California at San Francisco  
 (UCSF) Center for Health Professionals  
 The Network Program  
 3333 California Street, Suite 410  
 San Francisco, California 94118  
 Attention: Ms. Indira Cooper, Program Coordinator

Telephone Number: (415) 502-7979; Facsimile/FAX Number: (415) 502-4992  
 Electronic Mail (e-mail) Address: [indrias@itsa.ucsf.edu](mailto:indrias@itsa.ucsf.edu)

3. Term:

The term of this Grant Agreement with the UCSF is January 13, 2003 through September 15, 2003.

4. Financial Information:

The grant award amount for the period of January 13, 2003 through September 15, 2003 will not exceed \$17,000. Board approval of an appropriation adjustment is being requested in the amount of \$17,000 to recognize DHS acceptance of UCSF funding.

5. Geographic Area:

Countywide.

6. Accountable for Monitoring and Evaluation:

Miya Iwataki, Director, Office of Diversity Programs.

7. Approvals:

Executive Office: Fred Leaf, Chief Operating Officer

Contracts and Grants Division: Riley J. Austin, Acting Chief

County Counsel (approval as to form): Kelly M. Auerbach Hassel, Deputy County Counsel