



ARPA-43

ARP Application - Jefferson County

Status: Active

Date Created: Jul 1, 2022

Applicant

Gino Sisco
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1948 Wilshire Road
Suite 1
Kearneysville, WV 25430
304-728-8416

Internal Section

STEP ONE

Please select the date for the Commission Meeting before completing the approval step

Commission Meeting Date

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STEP TWO

Please select decision, award amount (if approved) and additional comments (to be included in rejection letter)

Decision

--

Award Amount

--

Additional Conditions

--

Certification

PLEASE CERTIFY THAT YOU HAVE REVIEWED THE US TREASURY GUIDELINES REGARDING THE ELIGIBLE USES OF AMERICAN RESCUE PLAN STATE AND LOCAL RECOVERY FUNDS

Digital Signature

Gino E. Sisco
07/01/2022

Click here for more information
(<https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>)

Contact Information

Organization Name	Address
Jefferson County Health Department	1948 Wiltshire Road Suite 1, Kearneysville, WV 25430
Website (if applicable)	Phone Number
www.jchdvw.org	304-728-8416
Email Address	
jeffersonlhd@wv.gov	

Project Summary

Please provide a narrative overview or summary of your proposal, including but not limited to the following:

1. Brief description of the proposal

Revenue replacement for unbilled vaccine administrative costs as well as lost revenue due to a focus on COVID vaccination at the expense of other billable clinical services.

Additonal staff to perform community outreach to promote public health and the services of the Health Department.

In addition an upgrade to the HVAC system in the Health Department building. The current system routinely fails, undercools in summer, and underheats in winter. It also is unable to be controlled in individual zones in the building resulting in widely different temperatures in different locations.

2. Purpose and key anticipated outcomes

The purpose is to replace lost revenue and funds that occured during the COVID pandemic due to a shift in priorities as mandated by the State of West Virginia. Replacing funds lost to being forced into paying overtime to clinical workers for extended shifts. It is anticipated that replacing the lost funds and income will put the Jefferson County Health Department in a more secure financial situation.

Upgrading or replacing the HVAC system would result in a more comfortable environment for the staff and visitors of the Health Department.

3. Individuals or communties served

Jefferson County West Virginia and neighboring counties in WV, Maryland, and Virginia, including Loudoun County VA, Frederick Counties MD and VA, Berkeley County WV, and Washington County MD.

4. How the COVID-19 pandemic has necessitated this request

The COVID-19 pandemic has forced personnel reallocations toward COVID vaccinations and away from other clinical activities that generate more revenue. It also increased staff overtime hours putting a strain on the Health Department personnel budget. Staff overtime was a result of an increase in demand for nurses to provide COVID vaccinations as well as increased overtime due to staff losses among nurses and administrative staff.

The COVID-19 pandemic has also affected the reputation of the public health system generally and the Health Department specifically. The addition of community outreach staff would further improve the reutation of the Health Department as well as promote Health Department services.

Replacing the HVAC system would create a more comfortable environment in the waiting room for patients seeking COVID vaccines. The waiting room is often crowded during COVID vaccination days and can become hot in summer.

5. Amount of funding requested

450,000

6. Amount of any bids or cost estimates received to date, if applicable

0

7a. Amount of matching funds raised or committed by your organization

0

7b. Source of matching funds raised or committed by your organization

0

8. How ARP funds, if awarded, will be used

ARPA will be used to replenish the Health Department financial accounts and ensure operating funds moving forward. In addition staff will be hired to perform community outreach to promote public health and the Health Department. Improve or replace HVAC system.

9. How long it will take you to complete the project if awarded funding

1-2 years.

Proposal Details

1. Please describe the problem or need which your project seeks to address

Loss of funds due to a focus on COVID vaccinations and away from other clinical services that are more revenue positive.

2. Please describe goals and expected outcomes of your proposal.

The main goal is to replace lost revenue as well as promoting public health and the Health Department. An updated HVAC system will increase comfort for staff and guests.

3. Please provide your project timeline

1-2 years

4. Please provide your project's total proposed budget.

\$450,000

5. Please list any partners in this proposal, and the partner's role and your relationship with them.

N/A

6. Please describe your plan for sustainability of the project or initiative after the grant award has been exhausted.

This is a one time request that will not need to be sustained beyond the projected timeline.

Organization Information

1. Please provide your organization's mission statement.

Our mission is to protect the health of the public through the provision of public health services including communicable and reportable disease services, community health promotion, environmental health services and threat preparedness. This is accomplished through clinics, educational material, enforcement, disease control, planning, immunization, technical assistance and inspections. Our medical services are available to all persons regardless of race, color, sex, religion, national origin or ability to pay.

2. Describe the history of your organization, tell us about your current programs and activities

The Jefferson County Health Department was established by Chapter 16 of the WV Code. "It is the policy of this state to promote the physical and mental **health** of all of its citizens and to prevent disease, injury, and disability whenever possible." We provide public health services, health education, environmental health promotion, environmental inspections and permitting. On the clinical side, generally, we offer family planning, immunization (pediatric and adult), and communicable disease monitoring services. On the environmental side we provide food establishment, well and septic, public services building, inspections and permitting. Threat preparedness and emergency preparedness.

3. Please describe three significant accomplishments of your organization.

The Jefferson County Health Department has accomplished:

- 1.) helping Jefferson County to become one of the most vaccinated county's in West Virginia,
- 2.) being the lead county agency for public health information, education, and guidance,
- 3.) the main provider for shcool and pediatric immunizations that were neglected during the COVID-19 pandemic, helping children to be prepared to go back to full in-person schooling.

4. Please list your Owner(s), Board of Directors, senior staff members, or other key members of your organization:


Gino E. Sisco - Administrator
Dr. Terrence Reidy MD - Health Officer
Jefferson County Board of Health - Karen Bailey-Chapman - President

5. Please list the staff involved with this project and describe their roles and responsibilities:


All Health Department Staff

6. Please upload/attach the following financial documents, if applicable:


Cash flow statement for applicant's most recent fiscal year

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Two years of audited financial statements

 JEFFERSON CO BOARD OF HEALTH FY 2021 AUDIT REPORT.pdf
Uploaded by Gino Sisco on Jul 1, 2022 at 10:55 am

Current operating budget

 JCBOH April Finance 2022 Report.pdf
Uploaded by Gino Sisco on Jul 1, 2022 at 10:56 am

If the applicant has not been audited, please include an unaudited balance sheet and income statement as prepared by the applicant

 Uploaded by ... on

7. List any federal, state, local or private grant awards or funding received in the last three years and the current status of those funds. If your organization has previously received funds from Jefferson County, please list the amount, nature of the project(s) and current status of the funding and project(s).

State Aid: FY20 = \$368,990 FY21 = \$368,990 FY22 = 368,990
State Grants: ELC Grant (COVID-19)\$545,790 from FY20 to FY22 (\$181,930/annually) closing June 30, 2022.
- Immunization Grant (childhood scheduled immunizations) FY 20 = \$15,349 FY21 = \$15,349
FY22 = \$15,349 awarded annually for participation in childhood immunization program. -Threat
Preparedness Grant: FY20 = \$96,057 FY21 = \$101,000 FY22 = \$109,313 awarded annually as a
requirement under WV Code Chapter 16
- Worforce Incentive Grant: FY22 = \$61,692 closed June 30, 2022.
-Jefferson County Commission has not provided funding to the Health Department since FY16.

8. If you have made an application for funding for this project from other sources (city, state, private or non-profit organizations) please list the same here.

N/A

Impact of the COVID-19 Pandemic

1. Please explain the impact of the COVID-19 pandemic and how it relates to your request.

COVID-19 completely changed the services we had been providing. West Virginia required that local health departments focus solely on COVID mitigation and vaccination; with little to no reimbursement for services rendered. This precluded the Health Department from providing more lucrative services and diminished revenue on the clinical side of the department.

2. How will ARP funding, if awarded, aid in the recovery from the COVID-19 pandemic?

It will allow the Health Department to maintain staffing levels as well as allowing for the hiring of an outreach employee. It will also help to restore lost funds due to the revenue decline in clinical services.


3. Are you requesting lost revenue due to COVID-19

Yes

If yes, please explain

West Virginia required that local health departments focus solely on COVID mitigation and vaccination; with little to no reimbursement for services rendered. This precluded the Health Department from providing more lucrative services and diminished revenue on the clinical side of the department.

Upload supporting documentation for revenue loss


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Supplementary Information


1. Please enter contact information (name, email, and phone) for at least one third-party reference.

Ayne Amjad, MD, MPH, Ayne.Amjad @wv.gov, 304-558-2971

2. Please include any supplementary information or documentation (such as letters of support, newspaper articles, etc) which you feel will be essential to the County's review.

 Stressed and underfunded, WV health departments don't get budget boost.html
Uploaded by Gino Sisco on Jul 1, 2022 at 11:36 am





Attachments

 Gino Sisco Resume 2021.docx
Uploaded by Gino Sisco on Jul 1, 2022 at 11:40 am

History

Date	Activity
Jul 1, 2022 at 8:29 am	Gino Sisco started a draft of Record ARPA-43
Jul 1, 2022 at 11:41 am	Gino Sisco submitted Record ARPA-43
Jul 1, 2022 at 11:41 am	approval step Application Review was assigned to Michelle Gordon on Record ARPA-43
Jul 1, 2022 at 11:41 am	changed the deadline to Jul 02, 2022 on approval step Application Review on Record ARPA-43

Timeline

Label	Status	Activated	Completed	Assignee	Due Date
 Request Letter of Acknowledgement	Issued	Jul 1, 2022 at 11:41 am	Jul 1, 2022 at 11:41 am	-	-
 Application Review	Active	Jul 1, 2022 at 11:41 am	-	Michelle Gordon	07/01/2022
 Commission Meeting	Inactive	-	-	-	-
 Meeting Finished Yes/No	Inactive	-	-	-	-