



City of Grand Forks Staff Report



Committee of Whole – September 11, 2017
City Council – September 18, 2017

Agenda Item: State Targeted Response to Opioid Crisis Grant (Opioid STR) Budget Amendment

Submitted by: Debbie Swanson, Director, Health Department

Staff Recommended Action: Approve Budget Amendment

Committee Recommended Action:

Council Action:

BACKGROUND: The Grand Forks Public Health Department was awarded a grant from the ND Department of Human Services, Behavioral Health Division, to reduce opioid abuse and overdoses. The implementation period is between August 2017 and April 2018.

ANALYSIS AND FINDINGS OF FACT: The ND Department of Human Services will make monthly payments for provision of services according to the proposed work plan. This funding will be used to hire a project coordinator and enter into agreements with local subcontractors to carry out project activities. Contract project activities include increasing access to naloxone to reverse overdoses, and providing medication assisted treatment to persons experiencing opioid use disorder. Numerous communication activities are anticipated in concert with the ND Department of Human Services.

SUPPORT MATERIALS: Budget amendment for anticipated income for 2017, award notification from the ND Department of Human Services and schedule of payments.

CITY OF GRAND FORKS, NORTH DAKOTA

BUDGET AMENDMENT REQUEST

REQUEST NO. _____ DATE: 9/7/17 PAGE: 1/2

TO: FINANCE AND ADMINISTRATIVE OFFICE

FROM: HEALTH DEPARTMENT

Request amendment to budget as indicated

9/7/17
DATE

Debra J. Swanson
DEPARTMENT HEAD

Increase Revenue

Increase Expenditure Account

FUND CODE	DEPT CODE	SUB DEPT CODE	BUDGET CODE	DESCRIPTION	AMOUNT
2146	000		322.0026	Opioid STR Grant (ND Dept. of Human Services)	\$90,000.00
			TOTAL		\$90,000.00

FUND CODE	DEPT CODE	SUB DEPT CODE	BUDGET CODE	DESCRIPTION	AMOUNT
2146	401	4559	400.0020	Salaries - Temp	\$16,000.00
			401.0010	FICA - OASDI	\$1,000.00
			401.0015	FICA - Medicare	\$250.00
			402.0005	Post. Emp. Health	\$100.00
			402.0010	NDPERS - Health	\$3,200.00
			402.0020	Life Ins.	\$100.00
			402.0030	Disability	\$80.00
			402.0043	Pension NDPERS	\$1,150.00
			402.0054	Cell phone flat rate	\$150.00
			TOTAL		\$22,030.00

REASON: New grant received from ND Department of Human Services - Opioid State Targeted Response Grant

FINANCE DIRECTOR'S COMMENT:

AUDITORS COMMENT: CERTIFY AVAILABILITY OF FUNDS

MOVED BY: _____

DATE _____

DATE PROCESSED _____

SECONDED BY: _____

CITY AUDITOR/DEPUTY _____

ENTERED BY _____

CITY OF GRAND FORKS, NORTH DAKOTA

BUDGET AMENDMENT REQUEST **REQUEST NO.** **DATE: 9/7/17** **PAGE: 2/2**

TO: FINANCE AND ADMINISTRATIVE OFFICE

FROM: HEALTH DEPARTMENT

Request amendment to budget as indicated

9/7/17 *Debra J. Swanson*
DATE **DEPARTMENT HEAD**

Increase Revenue				Increase Expenditure Account							
FUND CODE	DEPT CODE	SUB DEPT CODE	BUDGET CODE	DESCRIPTION	AMOUNT	FUND CODE	DEPT CODE	SUB DEPT CODE	BUDGET CODE	DESCRIPTION	AMOUNT
2146	000		322.0026	Opioid STR Grant (ND Dept. of Human Services)	\$90,000.00	2146	401	4559	410.0020	Subtotal from Page 1	\$22,030.00
									410.0220	Office Supplies	\$900.00
									430.0015	Educational Supplies	\$940.00
									450.0030	Contract. Pers. Svcs.	\$62,630.00
									460.0016	Computer & Elect.	\$2,340.00
									460.0060	Data Fees	\$160.00
									460.0050	Travel	\$500.00
										Training & Education	\$500.00
				TOTAL	\$90,000.00					TOTAL	\$90,000.00

REASON: New grant received from ND Department of Human Services - Opioid State Targeted Response Grant

FINANCE DIRECTOR'S COMMENT:

AUDITORS COMMENT:

CERTIFY AVAILABILITY OF FUNDS

MOVED BY: _____ **DATE:** _____ **DATE PROCESSED:** _____

SECONDED BY: _____ **CITY AUDITOR/DEPUTY:** _____ **ENTERED BY:** _____

Swanson, Debbie

From: Anderson, Laura A. <lauranderson@nd.gov>
Sent: Friday, August 11, 2017 1:25 PM
To: CityCounty_Theresa Will; Fargo_Robyn Litke Sall; Swanson, Debbie; Heartview_Beth Stroup-Menge; Heartview_Kurt Snyder; Clute, Lisa R.
Cc: Graham, Lacresha J.; Sagness, Pamela T.; Quinn, Rebecca; Peterson, Mandi (mandi.leigh.peterson@med.und.edu)
Subject: Opioid STR Community Grant Award

Good afternoon,

Congratulations on being awarded an Opioid STR Community Grant! As we are getting the contracts processed, I wanted to reach out and provide you with this introductory information:

PRESS/COMMUNICATION

Our office is working on a Press Release scheduled to go out today. When it is finalized, I will send that to you so you can ensure your local media outlets receive it. Feel free to add a local spokesperson or quote to your local PR efforts.

CONTRACT

Scope of Work

- The scope of work for the contract will be both the scope identified in the RFP 325-17-810-022 and the plan submitted in your proposal.

Reporting

- Reports are required by the end of every month in order to document required implementation and evaluation measures. We have developed an online form to submit each month located here: <https://behavioralhealth.dhs.nd.gov/addiction/opioid/monthly-report>.
- The University of North Dakota, Center for Rural Health is contracted as the evaluator for North Dakota's Opioid STR grant. We will be providing more information on this in the near future.

Compensation

- This contract is a purchase of service contract. The compensation section of the contract will be written as follows: *State, upon receipt and approval of SFN 1763 Request for Reimbursement, monthly report, and required contract deliverables met to date, shall pay Vendor **monthly payments of \$22,500**. Total payment under this agreement may not exceed \$180,000. No less than 80 percent of all dollars may be directed towards evidence-based treatment and recovery services. Vendor shall submit its request for reimbursement to State monthly. Vendor shall submit its final payment request to State no later than 15 days after the expiration or termination of this agreement.*

Due Dates

DATE	WHAT	TIME PERIOD
August 15, 2017	Contract START Date	
September 30, 2017	Monthly Report 1 DUE Reimbursement 1 DUE	August 15 – September 14
October 30, 2017	Monthly Report 2 DUE Reimbursement 2 DUE	September 15 – October 14
November 30, 2017	Monthly Report 3 DUE Reimbursement 3 DUE	October 15 – November 14
December 30, 2017	Monthly Report 4 DUE Reimbursement 4 DUE	November 15 – December 14
January 30, 2018	Monthly Report 5 DUE Reimbursement 5 DUE	December 15 – January 14
February 28, 2018	Monthly Report 6 DUE Reimbursement 6 DUE	January 15 – February 14
March 30, 2018	Monthly Report 7 DUE Reimbursement 7 DUE	February 15 – March 14

April 30, 2018	Monthly Report 8 DUE Reimbursement 8 DUE	March 15 – April 15
April 30, 2018	Contract END Date	

TRAINING AND TECHNICAL ASSISTANCE

Resources

- We have compiled resources on the Behavioral Health Division Website: <https://behavioralhealth.dhs.nd.gov/addiction/opioid>
 - Under “North Dakota State Targeted Response to the Opioid Crisis Grant” – see “Community Implementation Technical Assistance Resources”
 - Prevention strategies
 - Treatment strategies
- For efforts specific to Opioid Misuse and Overdose Prevention, SAMHSA Center for the Application of Prevention Technologies (CAPT) is a free resources. Visit [this page](#) for resources specific to this topic area.

Networking/Learning Collaborative

- We would like to set up a networking/sharing system so you can share your resources, barriers and successes with each other. We have used both Google Drives and Facebook Groups in the past. Would one of these work for you all? Or do you have other suggestions?

NORTH DAKOTA OPIOID EFFORTS

Opioid STR

- As identified in this [overview document](#), there are statewide initiatives that will be implemented alongside your community-specific efforts. We are still finalizing many of these and will be providing you more information as it is available. Please don’t hesitate to reach out if you have any questions.

Lock. Monitor. Take Back.

- For all campaign resources, visit: <https://prevention.nd.gov/takeback>.
- If there is a resource you would like developed or edited to be more specific to your community, please let us know.

Stop Overdose

- For all campaign resources, visit: <https://prevention.nd.gov/stopoverdose>
- If there is a resource you would like developed or edited to be more specific to your community, please let us know.

I apologize for the information overload! Please let me know if there are others you would like me to add to my distribution list for this project.

For any questions or needs related to your contract or any technical assistance requests or questions, please contact me at lauranderson@nd.gov or 701-328-8918.

I look forward to this partnership as we work together to address the opioid crisis in our communities and state.

Thank you,

Laura Anderson, MPH

Prevention Administrator

Behavioral Health Division | 1237 W Divide Ave. Suite 1D | Bismarck, ND 58501
Phone: 701-328-8918 | Fax: 701-328-8979
E-mail: lauranderson@nd.gov | Website: www.prevention.nd.gov