



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** {{item.number}}

**Agenda Date:** October 31, 2024

**In Control:** City Council A Session

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**DEPARTMENT:** Health Department

**DEPARTMENT HEAD:** Claude Jacob

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Authorizing the assignment of Public Health Associates for the 2024-2026 CDC Public Health Associate Program.

**SUMMARY:**

This ordinance authorizes the assignment of two Public Health Associates from the Centers for Disease Control and Prevention's (CDC) Public Health Associate Program for the City of San Antonio Metropolitan Health District (Metro Health) for a two-year period beginning October 21, 2024 and authorizes the Director to execute all necessary documents to successfully effectuate the assignments. These positions will be 100% funded by the CDC. There is no fiscal impact to the City's General Fund in the form of a cash match.

This ordinance also authorizes the City Manager or designee to execute an amendment in the following circumstances: (A) no cost extensions up to two years; (B) modifications to the Scope of Work due to the adjustment described in subsection (A) of this Section or for any other reason, so long as the terms of the amendment are reasonably within the parameters set forth in the original Scope of Work; and (C) changes in state or federal regulations mandated by the funding agency.

## **BACKGROUND INFORMATION:**

The Public Health Associate Program was founded in 2007 as a pilot program to support the CDC's frontline public health focus and to meet the need for a continual source of field-tested, experienced, and dedicated public health professionals.

The Public Health Associate Program is geared toward recent baccalaureate and master's level graduates who are interested in a career in public health. Assigned Public Health Associates are civil service personnel hired by the CDC to serve under an excepted service appointment not to exceed two years. Assignments are individually tailored to meet local needs in the delivery of public health services, such as case investigation, disease surveillance, health promotion, community outreach, and public health policy and accreditation. After completing the two-year CDC-funded assignment, the Public Health Associates are qualified to apply for public health positions at local, state, and national offices.

Metro Health has participated as a Public Health Associate Program host site since 2008. Over these years the department has hosted 26 Public Health Associates, many of whom continued working or studying in public health or health-related fields after completing their two-year service.

On February 29, 2024, Metro Health submitted three applications to become a Public Health Associate Program host site. On August 13, 2024, Metro Health received approval to host two CDC Public Health Associates within Metro Health's STD/HIV Program and the Performance Improvement Team.

Metro Health requests City Council authorize the assignment of two Public Health Associates to work in Metro Health's STD/HIV program and Performance Improvement Team for a two-year period beginning October 21, 2024. Metro Health also requests authorization for the Director to execute all necessary documents to successfully effectuate the assignments.

## **ISSUE:**

Metro Health requests City Council authorize the assignment of two Public Health Associates for a two-year period beginning October 21, 2024, allowing Metro Health to serve as a host site to highly qualified and trained CDC employees at no cost to the City.

## **ALTERNATIVES:**

Should City Council choose not to approve this ordinance, Metro Health will forgo an opportunity to accept personnel support that would expand, train, and sustain the public health workforce and support Metro Health key services within the department at no cost to the City. Additionally, Metro Health would forgo the opportunity to partner with the CDC and will not be eligible for the services of trained CDC Public Health Associates.

**FISCAL IMPACT:**

This ordinance authorizes the assignment of two CDC Public Health Associates to Metro Health for a two-year period beginning October 21, 2024 and allows for the execution of necessary documents.

The Public Health Associates will be 100% funded by the CDC. The CDC provides a salary paid directly to the assignee while they complete their two-year field assignments at Metro Health. Benefits, including health insurance, vacation, and sick leave, are also paid by the CDC. Metro Health will use existing resources to provide the required office space, equipment and associated project-based support, supervisory and mentoring time, and assessment of the assignee's professional development. There is no fiscal impact to the City's General Fund in the form of a cash match.

**RECOMMENDATION:**

Staff recommends approval.