



RON CHAPMAN, MD, MPH  
Director & State Health Officer

State of California—Health and Human Services Agency  
California Department of Public Health



EDMUND G. BROWN JR.  
Governor

## All LHD Teleconference Notes

January 9, 2014  
2:00 – 3:00 p.m.

### FFY 2014 Plan Update

Gil Sisneros reported that NEOP has received the USDA approval letter on December 31. We did receive approval on the most recently submitted amendment items. The FFY 14 Plan is complete and we will submit an updated version to CDSS and the other implementing agencies next week. It will also be posted online. A broadcast email will go out when it is available.

### Work Plan Template

Caroline Kurtz said that we have summarized input received from LHDs and imp agencies on the Work Plan template. A workgroup is reviewing the feedback. Another draft will be forthcoming, hopefully by late next week. We are working quickly to do this. A template will be available in advance of the LHD Forum in February. Thank you to everyone who took the time to give input.

### February Forum

Michele Fast reported that a “save-the-date” was sent out via email for the Forum. We hope to send out registration information and to have a website registration available as well as an agenda, room blocks, etc., by next week. February 26 will be primarily a preforum for the TRCs. February 27-28 will focus on the Work Plan and there will also be a programmatic element. The LHDs will be requested to attend and to send at least one person for the Work Plan work. Additionally, we have received requests from LHDs on how to prepare for the February Forum. To address this issue, there will be a webinar, tentatively scheduled for February 5. The webinar will be recorded.

**Q** (Diane, Alameda County): Are our counterparts in social service also receiving these notices?

**A** (Gil): Kristin Brinks' last day at CDSS was yesterday. We will follow up with CDSS and if they haven't sent it out yet, they will send it out shortly. (Caroline): It was sent out but the trickle down among the implementing agencies will vary.

**Q** (Rebecca, Marin County): Regarding the cover memo to the local agencies, did it not go out to Food and Agriculture?

**A** (Caroline): This is correct. (Michele): There was some confusion (when the memo went out) as to whether CDFA was participating. Now we know they are participating so you will see that change.

**Q** (Steve, Los Angeles): Please confirm that implementing agencies are to bring along their subcontractors? And will there be a meeting in May?

**A** (Dr. Talarico): There is a May meeting, currently in the planning stages, which will be much broader and include all funded and non-funded partners. (Michele): We request project directors and one key staff attend the February Forum. With regard to subcontractors, it will depend on each individual LHD and how they budgeted.

**Q** (Steve, Los Angeles): Will there be a separate track at the Forum for subcontractors?

**A** (Michele): Yes.

**Q** (Naomi, Monterey): Do TRC staff need to attend Feb 27-28 or just the 26<sup>th</sup>?

**A** (Dr. Talarico): It is not required that they be there but it would probably be helpful to them.

**Q** (Rebecca, Marin County): Should LHDs work with their contract managers to revise budgets for subcontractor travel? Will they have a good projection for the rest of the year for what will be asked for travel?

**A** (Gil): There will be the February Forum and the May meeting. Your CM will work with you on that.

### TRC Update

Dr. Talarico announced that we are working on finalizing those contracts. They should be final in February.

### Training survey

Annette DiPirro asked that LHDs complete the Training Survey by the due date of January 15, and asked that they please get them in early if possible.

### Other

*ATF*: Caroline Kurtz acknowledged that we have received inquiries with issues with entering the ATF numbers based on the way it is set up. She emphasized that we are asking that LHDs report 5 deliverables. The ATF is due by January 15. She indicated that the issues are on our radar and we are continuing to get information and address concerns. She asked that LHDs please proceed as they are able to. Some LHDs may not be able to meet the deadline, if so please work with the assigned project officers.

**Q** (Rosemarie, Fresno): What is the process for posting success stories on the USDA web site?

**A** (Caroline): We are working on a template which will delineate ways to provide that to us.