

**Memorandum of Understanding
(MOU)**

CONTRACTOR: County of El Dorado

CONTRACT NUMBER: 07-65047, A01

PROGRAM: HIV Prevention Program

MOU NUMBER: PREV 07-9/1, A01

In that certain agreement made and entered into July 1, 2007 between the California Department of Public Health/Office of AIDS and the County of El Dorado:

1. Provision 2 (MAXIMUM AMOUNT PAYABLE) on the face of the original Memorandum of Understanding is amended to read as follows:

The maximum amount payable by the STATE to the CONTRACTOR under this MOU shall not exceed the following:

- A. ~~\$21,659~~ **129,150** for the budget period of July 1, 2007 to June 30, 2008.
 - B. \$21,659 for the budget period of July 1, 2008 to June 30, 2009.
 - C. \$21,659 for the budget period of July 1, 2009 to June 30, 2010.
 - D. ~~\$64,977~~ **172,468** for the entire MOU term.
2. Provision 3 (MOU EXHIBITS) on the face of the original Memorandum of Understanding is amended to add 6 pages to Exhibit A, entitled "Scope of Work," Year 1 and shall read as follows:

Exhibit A, entitled "Scope of Work," Year 1 consisting of ~~six~~ **12** pages.
 3. Provision 3 (MOU EXHIBITS) on the face of the original Memorandum of Understanding is amended to add **Exhibit B, A1, entitled "Budget," Year 1 consisting of one page.** All further references to Exhibit B, entitled "Budget," Year 1 in the body of this agreement or any attachments thereto shall be deemed to read Exhibit B, A1, entitled "Budget," Year 1.
 4. The effective date of this amendment shall be July 1, 2007.
 5. All other terms and conditions shall remain the same.

STATE OF CALIFORNIA:

COUNTY OF EL DORADO:

Signature

Michelle Roland, M.D., Division Chief
Office of AIDS

Date

Signature

Printed/Typed Name and Title

Date

Exhibit A
Scope of Work – Year 1
July 1, 2007 to June 30, 2008

ONE TIME AUGMENTATION

GOAL 1: High-risk Populations in Rural California Film Project

Produce and distribute a new HIV educational DVD targeted for rural high-risk populations. This film can be used as a “stand alone” motivational tool for groups and individual viewers to create personal health plans, and identify practical harm-reduction techniques for themselves to avoid infection with HIV and Hepatitis C Virus (HCV).

Objective 1A: By June 30, 2008, the El Dorado County Public Health Department (EDCPHD) Alcohol Drug Programs’ (ADP) Health Education Coordinator (HEC) will direct and co-produce a new film in conjunction with a local film production company focused on reducing HCV and HIV infection in El Dorado County (EDC) and rural California counties.

Intervention Description for Objective 1A:

- a. **Summary:** In FY 1996-97, the State of California Office of AIDS funded the El Dorado County Public Health Department (EDCPHD) AIDS Education and Prevention Program to produce the film “She Didn’t Know...” It was funded to meet the HIV educational needs of residents of rural California, who widely considered HIV to be a big city problem. The film featured three local South Lake Tahoe residents, heterosexual women who were infected by their fiancé/boyfriends. That video and the Spanish overdub version “No La Sabia” are still being distributed by the California AIDS Clearinghouse (CAC) today.

Based on the ten year success of the video “She Didn’t Know...”, there is strong support for the new DVD among counselors and educators in local agencies, as well as AIDS educators in surrounding rural counties. One of the women from the 1997 “She Didn’t Know...” original film, who is now a twenty-one year HIV survivor and a 40 year old mother, is anxious to appear in the new film. She is currently assisting with planning and design of the script. Her physician, Dr. Neil Flynn, is also very supportive and has offered to help.

- b. **Service Provider Coordination:** In EDC, the HEC will include continuing contacts with SFAF staff and clients, the Children (WIC) program, clinics and health care providers, epidemiologists, alternative high school programs, juvenile hall staff, mental health outpatient staff, Jail Inmate Service Officers, the drug treatment staff of Progress House, Sierra Recovery Center, Gates Recovery Foundation, El Dorado Council on Alcoholism (EDCA Lifeskills), Tahoe Youth and Family Services, New Morning Youth and Family Services contacts with

Exhibit A
Scope of Work – Year 1
July 1, 2007 to June 30, 2008

Sierra Foothill AIDS Foundation (SFAF) staff and clients, Women, Infants, and Tahoe Turning Point.

c. Type of Intervention: Health Communication/Public Information

d. Risk Population/Target Size:

Youth at Risk in juvenile hall, group homes, foster care, alternative high schools, teen parent programs/**200**;

Women at Risk in drug treatment, mental health, jail (especially methamphetamine users, sex workers, injection drug users (IDU), sex partners of IDU), WIC program/**300**;

Men at Risk in Drug Treatment, Mental Health, Jail, (especially Men who have Sex with Men (MSM), Methamphetamine users, Sex Workers, IDUs, sex partners of IDU)/**400**

e. Key Activities:

e.1 Recruit HIV- and HCV-positive EDC residents, particularly methamphetamine users, to actively participate in the planning and filming of the DVD for multiple targeted populations.

e.2 Current and former EDC residents living with HIV/HCV, or at high-risk for infection, will assist HEC with all aspects of film production and focus groups.

e.3 A local film production company will be contracted to provide technical skills for production planning, filming, editing, and making a master for duplication.

e.4 Focus groups of high-risk individuals, recruitment of actors, and planning details of film layout will take place during October-December 2007.

e.5 Pending the completion of all legal contracts, filming and editing will begin in January 2008. Targeted population focus groups will be utilized to refine the film to create its maximum impact.

e.6 Include with the new film a facilitators guide which could be downloaded in Power Point and print format and record a copy of the original "She Didn't Know..." film in the DVD. This would help group facilitators with post film discussion, and individuals with positive health and harm-reduction planning.

Exhibit A

Scope of Work – Year 1
July 1, 2007 to June 30, 2008

e.7 HEC will be responsible for DVD distribution to EDC Community-Based Organizations (CBO), schools, jails, etc. The CAC has already been contacted, and is very supportive of the project. Inclusion of the DVD into their catalogue and distribution to other counties would be handled by CAC pending approval by their advisory council.

f. Evaluation:

f.1 Evaluation will be limited to progress toward completion of the final edition and duplication of the film at the end of FY 07/08.

f.2 In the progress reports, the HEC will include comments from people in high-risk population focus groups who view early editions of the film.

f.3 Pending the release date of the final edition of the DVD, viewing surveys will be conducted. The group will be surveyed by the end of FY 07/08 to report on attitudinal or behavioral changes in response to the film and their subsequent health plans.

GOAL 2: Sierra Foothills AIDS Foundation Website Redesign

In order to support improved communication between potential and existing HIV-positive clients and staff of SFAF, an upgraded and interactive website will be created.

Objective 2A: By June 30, 2008, the HEC will assist the designated webmaster in working with clients and staff of SFAF to produce a functional redesigned, updated, and interactive SFAF website.

a. Summary: There have been several reports recently indicating that local HIV-positive people and their families are unaware of the SFAF and its services. The SFAF has requested assistance in upgrading their website in order to reach more HIV-positive individuals in their service area. The new design will also be helpful in improving communication with clients and staff in and around in EDC. The website will include agency forms which can be downloaded and expanded links to EDCPHD and other relevant services in the region.

b. Service Provider Collaboration: The HEC will communicate as needed with the website designer, SFAF Service Coordinators and clients, and the Center for AIDS Research, Education, and Services (CARES), as well as other organizations and businesses in EDC.

c. Intervention Type: Health Communication/Public Information (HCPI)

Exhibit A
Scope of Work – Year 1
July 1, 2007 to June 30, 2008

d. Behavior Risk Group/Target Size: HIV positive people

e. Key Activities:

e.1 Through the fiscal year and prior to June 30, 2008, the HEC and the web designer and designated SFAF staff will communicate as required to produce an updated website that meets the needs of all concerned.

e.2 Initiate efforts to increase website hits throughout the 07/08 fiscal year to connect both general web surfers and newcomers to El Dorado County with HIV/AIDS related needs to the services and staff of the SFAF.

f. Process Evaluation:

f.1 HCPI reports will be entered into ELI quarterly.

f.2 Website visits will be tabulated when site is activated.

f.3 Comments from website users will be encouraged online in order to continue to improve its usefulness.

Exhibit A
 Scope of Work – Year 1
 July 1, 2007 to June 30, 2008

Table 1 Intervention Type by BRG

For each targeted BRG, place an X in the column(s) signifying the type(s) of interventions to be provided. Increase table by inserting additional rows.

Behavioral Risk Group (Target Population)	Outreach	Individual Level	Group Level	CRCS (PCM)	HCPI	PCRS	NIGHT
Women WIC classes					X		
HIV-positives CARES					X		
Adult High-risk HIV/HCV -negatives					X		
Youth High-risk HIV/HCV -negatives Foster/Group Homes Teen Parents/ Alt. HS					X		
Incarcerated Youth					X		
Incarcerated Adults					X		
Mental Health Outpatient Adults					X		
Drug Treatment Outpatient Adults					X		
Drug Treatment Residential Adults					X		
Mixed Risk Youth High Schools					X		

Exhibit A
 Scope of Work – Year 1
 July 1, 2007 to June 30, 2008

Table 2 Intervention Type by Contractor

For each contractor, place an "X" in each column signifying the type(s) of intervention(s) they intend to implement.
 If you have yet to determine a contractor, please indicate that with "To Be Determined" in the Contractor Column.
 Increase table by inserting additional rows.

CONTRACTOR	Targeted Prevention	Individual Level	Group Level	CRCS (PCM)	HCPI	PCRS	NIGHT
Tin Pan Alley Productions					X		

**Exhibit B, A1
Budget
Year 1**

July 1, 2007 to June 30, 2008

	<u>Original Budget</u>	<u>This Amendment</u>	<u>Amended Total</u>
A. PERSONNEL	\$18,990	\$48,459	\$67,449
B. OPERATING EXPENSES	\$400	\$2,236	\$2,636
C. CAPITAL EXPENDITURES	\$0	\$950	\$950
D. OTHER COSTS	\$1,000	\$51,000	\$52,000
E. INDIRECT COSTS	\$1,269	\$4,846	\$6,115
TOTAL BUDGET	\$21,659	\$107,491	\$129,150