

**DIVISION OF PUBLIC HEALTH  
DPH CONTRACT 27473  
AMENDMENT #8**

The Department of Health Services, on behalf of the Division of Public Health and Polk County Health Department agree to amend their original agreement for the program titled Preventive Health and Health Services (PPHS) (Profile 159220) as follows:

**REVISION:** SECTION 5. SERVICES

Additional projects to be completed as detailed in attached Exhibit(s).

**REVISION:** SECTION 34.A.2

Insert: "The due date of the final fiscal report for Profile 159220 shall be sixty (60) days after the Grant Agreement Period ending date. Expenses incurred during the Grant Agreement period on Profile 159220, but reported later than sixty (60) days after the period ending date, will not be recognized, allowed or reimbursed under the terms of this Grant Agreement."

Adjustment will be made to the Community Aids Reporting System (CARS) based on the information in the table below.

Agency #	Agency Type	Profile #	Current Contract Level	Contract Change Amount	New Contract Level	Funding Period
48	630	159220	\$0	\$6829	\$6829	10/1/14-8/31/16

All other terms and conditions of the original agreement remain unchanged.

\_\_\_\_\_  
GRANTEE's Authorized Representative  
Name:  
Title:

\_\_\_\_\_  
Date

\_\_\_\_\_  
GRANTOR's Authorized Representative  
Chuck J. Warzecha  
Administrator / Deputy Administrator, Division of Public Health  
Department of Health Services

\_\_\_\_\_  
Date

## Contract Objective Details - Intermediate

**Contract #:** 27473

**Agency:** Polk County Health Department

**Contract Year:** 2015

**Program:** Preventive Health and Health Services  
Block Grant

**Objective #:** 1 of 2

**Objective Value:** \$5,829

### Objective: Primary Details

#### Objective Statement (Template Objective)

Alcohol Prevention: By August 31, 2016, the Polk County Health Department will implement two evidence based strategies to change community policies and norms related to alcohol use.

**Deliverable Due Date:** 09/30/2016

#### Contract Deliverable (Evidence)

A report entered into an electronic data collection tool that briefly describes:

1. Evidenced-Based strategies implemented and outcomes measured.
2. Challenges or barriers to success.
3. Strategies to overcome barriers or challenges.
4. If Prevention funded activities were used to obtain additional funding, donations or in-kind contributions.

#### Programs Providing Funds for this Objective

Preventive Health and Health Services Block Grant: \$5,829

#### Agency Funds for this Objective:

#### Data Source for Measurement

Agency report to be entered into an electronic data collection tool to be provided by the WI Division of Public Health.

#### Baseline for Measurement

These strategies are new efforts.

#### Input Activities

CDC requires Preventive Health and Health Services Block Grant funds to be used on evidence-based strategies, best practices or promising practices. Describe the strategies/practices to be used and identify the associated web links as available. Potential links to strategies for this objective can be found on the 2014-2016 Preventive Health and Health Services Block Grant Program Boundary Statement.

In 2016, PCHD will implement underage alcohol compliance checks based on the guidance manual developed in the previous grant year. Law Enforcement will be a critical partner in this effort. We will measure compliance rates by number of establishments checked to number of sales to underage youth. we will use a survey to assess the effectiveness of the guidance manual in terms of ease of use, adequate guidance and any difficulties or challenges using the manual. The manual will be revised and updated if changes are required.

The second strategy will be working with 2 municipalities to assess and strengthen their policies around alcohol availability during community festivals. The goal will be to assure policies and procedures are eventually in place and implemented to prevent underage access to alcohol at the town festivals. A toolkit will be developed and offered to the municipalities for consideration in their festival planning process. Attempts will be made to gather baseline data from the 2 municipalities on previous year's underage alcohol use violations noted during festival weekends and non festival weekends to compare 2016 violation data in the future. The toolkit and data gathered will be used in the efforts to engage the municipalities in policy development. The measure of success will be engagement and meeting with the 2 municipal entities about this issue.

(see next page)

## Contract Objective Details - Intermediate

**Contract #:** 27473

**Agency:** Polk County Health Department

**Contract Year:** 2015

**Program:** Preventive Health and Health Services  
Block Grant

**Objective #:** 1 of 2

**Objective Value:** \$5,829

### Objective: Risk Profile

**Percent of Objective Accomplished**

0%	10%	20%	30%	40%	50%	60%	70%	80%	85%	90%	95%	100%
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**Corresponding Percentage Recoupment**

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**Corresponding Potential Recoupment Amounts**

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**Definition of Percent Accomplished**

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**Conditions of Eligibility for an Incentive**

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## Contract Objective Details - Intermediate

**Contract #:** 27473

**Agency:** Polk County Health Department

**Contract Year:** 2015

**Program:** Preventive Health and Health Services  
Block Grant

**Objective #:** 2 of 2

**Objective Value:** \$1,000

### Objective: Primary Details

#### Objective Statement (Template Objective)

National Public Health Standards - Required: By August 31, 2016, Polk County Health Department will conduct one activity to meet or sustain National Public Health Performance Standards (i.e. pursue accreditation readiness) by updating the agency strategic plan through a comprehensive process involving all agency staff.

**Deliverable Due Date:** 09/30/2016

#### Contract Deliverable (Evidence)

A report entered into an electronic data collection tool that briefly describes:

1. Evidenced-based strategies implemented and outcomes measured.
2. Challenges or barriers to success.
3. Strategies to overcome barriers or challenges.
4. If Prevention funded activities were used to obtain additional funding, donations or in-kind contributions.

#### Programs Providing Funds for this Objective

Preventive Health and Health Services Block Grant: \$1,000

#### Agency Funds for this Objective:

#### Data Source for Measurement

Agency report to be entered into an electronic data collection tool to be provided by the WI Division of Public Health.

#### Baseline for Measurement

Current (2013-16) agency strategic plan.

#### Input Activities

CDC requires Preventive Health and Health Services Block Grant funds to be used on evidence-based strategies, best practices or promising practices. Describe the strategies/practices to be used and identify the associated web links as available. Potential links to strategies for this objective can be found on the 2014-2016 Preventive Health and Health Services Block Grant Program Boundary Statement.

Agencies will conduct one of the following activities to prepare for voluntary accreditation:

- Develop an agency Strategic Plan.
- Develop an agency Performance Management Plan.
- Develop an agency Quality Improvement Plan.
- Conduct a Quality Improvement project.
- Develop a Workforce Development Plan.
- Develop processes, a database, and/or record-keeping systems to meet public health accreditation documentation standards.
- Completing an agency accreditation self-analysis against the PHAB standards, measures and required documentation that identifies the agency's strengths, opportunities for improvement and plans for addressing gaps.
- Develop, update, and/or revise agency policies and procedures.

(NOTE: If an agency wants to develop, update, and/or revise agency policies and procedures The Preventive Health and Health Services Grant Coordinator will be involved in the negotiations.)

(see next page)

## Contract Objective Details - Intermediate

**Contract #:** 27473

**Agency:** Polk County Health Department

**Contract Year:** 2015

**Program:** Preventive Health and Health Services  
Block Grant

**Objective #:** 2 of 2

**Objective Value:** \$1,000

Accredited agencies will conduct one of the following activities to sustain existing efforts:

- Implement goals, objectives, and/or strategies outlined in their Strategic Plan.
- Implement goals, objectives, and/or strategies outlined in their Performance Management Plan.
- Implement a Quality Improvement Plan.
- Implement the Workforce Development Plan.
- Develop, update, and/or revise agency policies and procedures.

(NOTE: If an agency wants to develop, update, and/or revise agency plans, policies and procedures The Preventive Health and Health Services Grant Coordinator will be involved in the negotiations.)

PCHD will begin strategic planning in 2016 using the following process:

1. Revisit vision, mission and core values of the organization engaging staff and Board of Health and Human Services.
2. Conduct a SWOT analysis of all agency staff units.
3. Evaluate results of the SWOT analysis and select major areas of focus.
4. Develop goals and objectives for four focus areas.
5. Develop workplans for the goal areas.
6. Assure all plan components meet PHAB standards and measures for strategic plans.
7. Assure staff and Board trained on the strategic plan.
8. Publish and release to the community.

## Contract Objective Details - Intermediate

**Contract #:** 27473

**Agency:** Polk County Health Department

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**Objective #:** 2 of 2

**Objective Value:** \$1,000

### Objective: Risk Profile

**Percent of Objective Accomplished**

0%	10%	20%	30%	40%	50%	60%	70%	80%	85%	90%	95%	100%
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**Corresponding Percentage Recoupment**

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**Corresponding Potential Recoupment Amounts**

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**Definition of Percent Accomplished**

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**Conditions of Eligibility for an Incentive**

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