

## ELC PHL Preparedness Supplement #1 Workplan

Budget period: July 1, 2021 to July 31, 2022

Public Health Laboratory Name: San Bernardino County Public Health Laboratory .  
Project contact (PHL Director or Manager) Name: Linda Ward email: LWard@dph.sbcounty.gov.  
Contract contact (for invoices) Name: Mayra Gómez email: mayra.gomez@dph.sbcounty.gov  
Local Health Jurisdiction (primary jurisdiction): San Bernardino County .

### Summary of San Bernardino County Public Health Laboratory PHL request

Activity	Number requested	Amount requested
1. PHM Trainees	2 Trainees; .50 FTE each	
Salary & Benefits		\$50,735
Operating Expenses		14,287
Indirect		9,265
<b>Total</b>		<b>\$74,287</b>
2. LabAspire Fellows	1 LabAspire Fellow; .25 FTE	
Salary & Benefits		\$31,457
Out of State Travel		6,662
Other Costs – Trainings		1,850
Indirect		5,744
<b>Total</b>		<b>\$45,713</b>
3. Microbiology Instructors – satellite sites	0	\$ 0
4. COOP participation	Yes	<b>\$100,000</b>
<b>Total Costs</b>		<b>\$220,000</b>

### Instructions

- Below is the minimum information required for your workplan to be considered.
- You may add any information relevant to evaluating your request.
- Remove any activities that will not be performed by your PHL

#### Activity 1. PHM Trainees

San Bernardino County Public Health Laboratory will provide Public Health Microbiology (PHM) training to include all of the modules recommended by the California Department of Public Health (CDPH) to prepare for state certification exams to 2 trainees. Trainees will be approved for PHM training by CDPH Laboratory Field Services (LFS) and vetted by the California Association of Public Health Laboratory Directors (CAPHLD) Training Committee. San Bernardino County Public Health Laboratory will be approved by LFS as a PHL Training Laboratory.

#### Activity 2. LabAspire Fellows

San Bernardino County Public Health Laboratory will provide LabAspire Public Health Laboratory Director Training Fellowship to prepare 1 Fellow for national board certification

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exams. Fellowship will include (a) in-person training in managing, supervising and administering a public health laboratory; (b) salary for a management level position or tuition to complete academic requirements for board exam eligibility as applicable; (c) registration, travel and lodging for national board exam(s); (d) training materials, including textbooks and/or online trainings.

### **Activity 3. Continuity of Operations Plan (COOP) participation for state-wide COVID emergency testing**

San Bernardino County Public Health Laboratory will

- A. Participate in COOP, including planning meetings, capacity data, mapping to state collection sites and MOA/MOU for COVID emergency testing<sup>1</sup>
- B. Verify state collection site COVID transport media, such as Molecular Transport Medium (MTM) and/or dry swabs<sup>2</sup>
- C. Test and verify Color Application Programming Interface (API) – Laboratory Information Management System (LIMS) software integration<sup>3</sup>
- D. Complete one or more COOP exercise(s) to test capacity to receive, test and report state COVID specimens<sup>4</sup>

San Bernardino County Public Health Laboratory shall prepare an Activity 1-4 progress report for CDPH review in January 2022.

### **Documentation for reimbursement**

San Bernardino County Public Health Laboratory shall submit invoices for reimbursement documenting services performed under this Contract including, but not limited to time sheets, work distribution reports, itemized cost lists, invoices, receipts, and other official documentation.

### **Footnotes:**

- 1. The scope of the COOP and MOU/MOA are for COVID emergency testing only. Any other testing will be described in separate agreements.
- 2. CDPH will provide transport media for testing. PHL will provide their own verification procedures, supplies, reagents and documentation.
- 3. Subsequent to completion of CDPH contracts with API and LIMS vendors
- 4. COOP exercises to be coordinated by CDPH

<b>ELC PHL Supplement #1 Labs Budget</b>	<b>1/18/2022</b> Date
Budget period: July 1, 2021 to September 22, 2022	
Entity Name:	<b>San Bernardino</b>
Allocation:	<b>TBD</b>
Indirect Cost based on:	
Personnel Costs Rate	<b>18.3%</b>
Direct Costs Rate	

See Indirect Cost Rate tab

	<b>BUDGET</b>
<b>Budget Category</b>	<b>Total</b>
Personnel	\$68,018.97
Fringe	\$14,173.26
Operating Expenses	\$14,286.65
Equipment	\$0.00
In State Travel	\$0.00
Out of State Travel	\$6,662.00
Subcontracts	\$0.00
Other Costs	\$101,850.00
<b>Total Direct</b>	<b>\$204,990.88</b>
<b>Indirect Cost (\$)</b>	<b>\$15,009.12</b>
<b>Total Expenditures</b>	<b>\$220,000.00</b>
<b>Payment Balance</b>	<b>\$0.00</b>
<b>Balance</b>	<b>#VALUE!</b>