



**RCA
CITY OF AUSTIN
RECOMMENDATION FOR COUNCIL ACTION**

**AGENDA ITEM NO.: 4
AGENDA DATE: Thu 01/29/2004
PAGE: 1 of 4**

SUBJECT: Approve execution of a professional services agreement with EDWARD J. SHERWOOD, M.D., F.A.C.P., Lago Vista, TX, for medical consulting services for the 7-month period of February 1, 2004 through August 31, 2004, in an amount not to exceed \$60,000, with two 6-month extension options not to exceed \$50,000 per extension, for a total contract amount not to exceed \$160,000.

AMOUNT & SOURCE OF FUNDING: Funding in the amount of \$60,000 is included in the Fiscal Year 2003-2004 Approved Operating Budget of the Health and Human Services Department (HHSD) Special Revenue Fund, Public Health Preparedness and Response for Bioterrorism Grant Program.

FISCAL NOTE: There is no unanticipated fiscal impact. A fiscal note is not required.

REQUESTING Health and Human
DEPARTMENT: Services

**DIRECTOR'S
AUTHORIZATION:** David Lurie

FOR MORE INFORMATION CONTACT: Dr. Adolfo Valadez, HHSD Medical Director, 972-5408; Richard Gabehart, Bioterrorism Grant Program Manager, 972-6316; Linda Terry, Agenda Coordinator, 972-5023

PRIOR COUNCIL ACTION: Approved designation of Dr. Sherwood as Acting Health Authority on October 10, 2002; Approved Amendment No. 1 to professional services agreement with Dr. Sherwood as Interim Health Authority on January 30, 2003.

BOARD AND COMMISSION ACTION: N/A

PURCHASING: N/A

MBE / WBE: This contract will be awarded in compliance with Chapter 2-9 of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

Background

The Austin/Travis County Health and Human Services Department (HHSD) originally entered into a professional services agreement with Dr. Edward J. Sherwood, M.D., F.A.C.P., in October 2002, to serve as Interim Health Authority during the search for a replacement appointee as Health Authority. Because of the demand for services to address emergency preparedness activities associated with bioterrorism, the agreement was extended in January 2003, for the 12-month period ending January 31, 2004, for Dr. Sherwood to provide medical evaluation, guidance, oversight and leadership for emergency preparedness programs/activities including development of a risk communications plan, medication distribution planning, assessment of epidemiology capacity, evaluation of syndromic surveillance systems to provide early detection of diseases, education and training of clinicians, and planning for utilization and deployment of medications from the Strategic National Stockpile (SNS).

Under the terms of the medical consultant agreement, Dr. Sherwood will continue his activities related to bioterrorism and emergency preparedness per the attached Medical Consultant Scope of Work and the list



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of bioterrorism grant deliverables during the term of the contract. The continuation of Dr. Sherwood's services is essential to address preparatory initiatives that are critical to public safety in the event of a bioterroristic event. The role of Alternate Health Authority shall be effective only in the absence or incapacitation of the duly appointed Health Authority and when designated to serve as Alternate Health Authority.

Funding is available from the Public Health Preparedness and Response for Bioterrorism Grant Program. Funding for the two 6-month extension options is contingent upon future grant award.

Requested Council Action

Approve execution of a professional services agreement with EDWARD J. SHERWOOD, M.D., F.A.C.P., 3500 Lohman Ford Road, Lago Vista, Texas 78645, for medical consulting services for the 7-month period of February 1, 2004 through August 31, 2004, in an amount not to exceed \$60,000, with two 6-month extension options not to exceed \$50,000 per extension, for a total contract amount not to exceed \$160,000.



**EXHIBIT 1
MEDICAL CONSULTANT**

SCOPE OF WORK

Under the direction of, and as assigned by the City of Austin/Travis County Health and Human Services Medical Director, the Medical Consultant shall perform the duties described below:

Emergency preparedness for bioterrorism

- Develop a comprehensive system of syndromic surveillance for the early detection of outbreaks of disease, whether natural, accidental or intentional, within the constraints of available resources and the willingness of community healthcare partners to cooperate;
- Provide guidance and assistance regarding receipt of materials from the Strategic National Stockpile (SNS) and the medical distribution plan;
- Review and assist with development of the crisis communications plan;
- Assist with emergency preparedness education and training activities; and
- Assist with other emergency preparedness activities as requested.

Existing disease surveillance program

- Review and revise as necessary current protocols utilized in the HHSD disease surveillance program;
- Assist with revision of the food-borne illness investigation protocol; and
- Assist in development of the West Nile Virus response plan.

Alternate Health Authority

- Under the direction of, and as assigned by, the Director of the City of Austin/Travis County Health and Human Services Department, and when designated by the Health Authority, only in the absence or event of incapacitation of the duly designated and approved Health Authority, performs the duties of Health Authority.



**EXHIBIT 2
BIOTERRORISM GRANT DELIVERABLES
WITH ANTICIPATED COMPLETION**

Completion Date	Deliverable
April 30, 2004	Provide a plan and contingency that provides for a robust, scalable Public Health Response through cooperative agreements with other local health departments, communities, and the Texas Department of Health to incidents of bioterrorism, catastrophic infectious disease, such as pandemic influenza, other infectious disease outbreaks, and other public health threats and emergencies. [A.5.1]
February 29, 2004	Maintain current system and explore alternative methods and provide enhancements to the present system for 24/7 notification for activation of Public Health emergency response personnel. [A.5.3]
May 31, 2004	Develop plan for receiving, housing, and distributing Strategic National Stockpile (SNS) assets during a deployment. [A.7.1]
August 31, 2004	Continue development of smallpox response capacity planning and exercise a post-event response to a confirmed smallpox case. [A.7.6]
February 29, 2004	Complete development of a syndromic surveillance system that will monitor primary caregiver and emergency department data to detect emerging disease syndromes. [B.1.1]
May 31, 2004	Complete an assessment that provides data demonstrating capacities for addressing pandemic disease outbreaks. [B.5.2]
July 31, 2004	Provide a plan for crisis and emergency risk communications (CERC) and information dissemination to educate public media, public, partners, and stakeholders. [F.1.1]
August 31, 2004	Develop and conduct training for all individuals involved in mass clinic planning, staffing, and support. [G.1.4]