

Candace Shannon

From: DSHS COVID ELC Special Projects <dshscovidelcspecproj@dshs.texas.gov>
Sent: Wednesday, January 4, 2023 2:15 PM
To: Andrea Pease; McGhee, Kerri
Cc: Janna Benson-Caponera
Subject: RE: Budget Adjustment Needed - Base Confinement HHS001193700005

***** **WARNING:** External Email. Do not click links or open attachments that are unsafe. *****

Good afternoon, Andrea.

We have approved the shift of funding and are working on getting the amendment in place.

We will let you know as soon as we have the amendment ready for signature.

Take care,
Sydney

From: Andrea Pease <apeace@co.collin.tx.us>
Sent: Wednesday, December 14, 2022 10:01 AM
To: DSHS COVID ELC Special Projects <dshscovidelcspecproj@dshs.texas.gov>; McGhee, Kerri <Kerri.McGhee@dshs.texas.gov>
Cc: Janna Benson-Caponera <jbenson-caponera@co.collin.tx.us>
Subject: RE: Budget Adjustment Needed - Base Confinement HHS001193700005

Thank you!

Best regards,

Andrea Pease
Accountant/Auditor – Grants | Collin County Auditor's Office
2300 Bloomdale Rd., Ste. 3100, McKinney, TX 75071
P: (972) 548-4732 | apeace@co.collin.tx.us

From: DSHS COVID ELC Special Projects <dshscovidelcspecproj@dshs.texas.gov>
Sent: Wednesday, December 14, 2022 10:00 AM
To: Andrea Pease <apeace@co.collin.tx.us>; McGhee, Kerri <Kerri.McGhee@dshs.texas.gov>
Cc: Janna Benson-Caponera <jbenson-caponera@co.collin.tx.us>
Subject: RE: Budget Adjustment Needed - Base Confinement HHS001193700005

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Thank you, Andrea. I am getting final approval for amendment request and we will let you know as soon as we need any additional actions from your team.

From: Andrea Pease <apease@co.collin.tx.us>
Sent: Wednesday, December 14, 2022 9:17 AM
To: McGhee, Kerri <Kerri.McGhee@dshs.texas.gov>
Cc: Janna Benson-Caponera <jbenson-caponera@co.collin.tx.us>; DSHS COVID ELC Special Projects <dshscovidelcspecproj@dshs.texas.gov>
Subject: RE: Budget Adjustment Needed - Base Confinement HHS001193700005

Thank you, Kerri.
Attached is the updated template, please let me know if you have any questions.

Best regards,

Andrea Pease
Accountant/Auditor – Grants | Collin County Auditor's Office
2300 Bloomdale Rd., Ste. 3100, McKinney, TX 75071
P: (972) 548-4732 | apease@co.collin.tx.us

From: McGhee, Kerri <Kerri.McGhee@dshs.texas.gov>
Sent: Tuesday, December 13, 2022 4:50 PM
To: Andrea Pease <apease@co.collin.tx.us>
Cc: Janna Benson-Caponera <jbenson-caponera@co.collin.tx.us>; DSHS COVID ELC Special Projects <dshscovidelcspecproj@dshs.texas.gov>
Subject: RE: Budget Adjustment Needed - Base Confinement HHS001193700005

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Hi Andrea,

Due to the amount of funding being moved between categories exceeding 25% of the total contract, I will need to initiate the amendment process. Please submit the attached budget template with your revisions highlighted in each category tab that is being revised. Program will then provide approval.

I will draft the template and start working with our legal to have the amendment approved.

Thanks,

Kerri McGhee, CTCM, CTCD
Contract Administration Manager
Contract Management Section
Texas Department of State Health Services
Office: (512) 776-3181
Email: kerri.mcghee@dshs.texas.gov

*I am working remotely until further notice. For immediate assistance, please contact me by email and/or cell.

From: Andrea Pease <apease@co.collin.tx.us>
Sent: Tuesday, December 13, 2022 2:10 PM
To: McGhee,Kerri <Kerri.McGhee@dshs.texas.gov>
Cc: Janna Benson-Caponera <jbenson-caponera@co.collin.tx.us>; DSHS COVID ELC Special Projects <dshscovidelcspecproj@dshs.texas.gov>
Subject: RE: Budget Adjustment Needed - Base Confinement HHS001193700005

Hi Kerri,

Yes, we will be using a medical staffing service for this grant.

Best regards,

Andrea Pease

Accountant/Auditor – Grants | Collin County Auditor's Office
2300 Bloomdale Rd., Ste. 3100, McKinney, TX 75071
P: (972) 548-4732 | apease@co.collin.tx.us

From: McGhee,Kerri <Kerri.McGhee@dshs.texas.gov>
Sent: Tuesday, December 13, 2022 2:01 PM
To: Andrea Pease <apease@co.collin.tx.us>
Cc: Janna Benson-Caponera <jbenson-caponera@co.collin.tx.us>; DSHS COVID ELC Special Projects <dshscovidelcspecproj@dshs.texas.gov>
Subject: RE: Budget Adjustment Needed - Base Confinement HHS001193700005

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Hi Andrea,

What adjustments are being made? I am assuming that you are going to use a staffing service for the personnel working on this grant project.

Thanks,

Kerri McGhee, CTCM,CTCD

Contract Administration Manager
Contract Management Section
Texas Department of State Health Services
Office: (512) 776-3181
Email: kerri.mcghee@dshs.texas.gov

*I am working remotely until further notice. For immediate assistance, please contact me by email and/or cell.

From: Andrea Pease <apease@co.collin.tx.us>
Sent: Tuesday, December 13, 2022 11:48 AM
To: McGhee,Kerri <Kerri.McGhee@dshs.texas.gov>
Cc: Janna Benson-Caponera <jbenson-caponera@co.collin.tx.us>
Subject: Budget Adjustment Needed - Base Confinement HHS001193700005

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Good afternoon Kerri,

Our team at Collin County would like to request a budget adjustment to our Base Confinement Contract HHS001193700005 funding budget. Are there any forms we need to fill out to complete the budget adjustment?

Below is an outline of the requested changes to our budget – There are no changes to the total budget amount.

Category	Current Budget	Adjusted Budget	Total Changes
Personnel	366,080.00	-	(366,080.00)
Fringe Benefits	117,146.00	-	(117,146.00)
Travel	-	-	-
Equipment	-	-	-
Supplies	654,805.00	654,805.00	-
Contractual	-	483,226.00	483,226.00
Other	-	-	-
Total	1,138,031.00	1,138,031.00	-

Please let me know if you have any questions.

Best regards,

Andrea Pease

Accountant/Auditor – Grants | Collin County Auditor's Office
2300 Bloomdale Rd., Ste. 3100, McKinney, TX 75071
P: (972) 548-4732 | apease@co.collin.tx.us