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**To:** [Candy Blair](#)  
**Cc:** [llthomas@co.collin.tx.us](mailto:llthomas@co.collin.tx.us); [Christian Jimenez](#); [Eric Dickey](#); [Taylor Burton](#); [Andrea Pease](#)  
**Subject:** IDCU/SUR Contract (HHS000436300030) Expiring  
**Date:** Friday, February 17, 2023 2:39:13 PM  
**Attachments:** [DSHSCostsOnlyBudgetTemplate05012011.xls](#)  
[Face Page.docx](#)  
[hhs-spi-v2-1.pdf](#)  
[DSHSCostsOnlyBudgetInstructions05012011 \(1\).xls](#)

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

Hello,

**Please forward this email to others as needed.**

The current IDCU/SUR – Texas Epidemiology Capacity Expansion Grant Contract (**HHS000436300030**) with the **Collin County Health Care Services** will expire on August 31, 2023. DSHS is starting the contract development process to replace this contract with a new contract 2-year contract that would begin on September 1, 2023 and ending on August 31, 2025.

The funding amount listed in this email is level funding but subject to change pending official notification of the 2024-2025 final legislative appropriations.

The amount for the 2-year contract will be **\$342,446.00**. The available funds for FY24 expenditures will be **\$171,223.00** and the available funds for FY25 expenditures will be **\$171,223.00**.

**Attached to this email is:**

- **A new budget workbook and instructions;**
- **A Face Page; and**
- **Security and Privacy Inquiry**

**Please return the completed Budget Workbook and Face Page to me by close of business March 3<sup>rd</sup>, 2023 or sooner. Please return the Security Privacy and Inquiry Form by March 10<sup>th</sup>, 2023.**

Below are items **not allowed** on these budgets.

- Computers/laptops if purchased within the last two years
- Office furniture if purchased within the last two years
- Registration fee and travel expenses for conferences that do not relate to infectious disease surveillance or infectious disease epidemiology, or the majority of the conference's sessions/breakouts do not cover these two topics or does not meet the contracts scope of work. The following conferences will not be approved:
  - Texas Department of Emergency Management Conference
  - SETRAC Symposium
  - Association for Professionals in Infection Control
- The following two conferences will be approved for the epidemiologist funded on the budget, per the SOW:
  - the yearly ELC; and
  - NEDSS training

**Note:** Since NEDSS training is on-line and there is no longer a travel cost associated with this training or if the epidemiologist is already certified in

NEDSS, another conference can be attended with prior approval, for example Texas Public Health Association (TPHA) Annual Education Conference, Diseases in Nature, etc. The conference must relate to infectious disease surveillance or infectious disease epidemiology.

Other items **not allowed**

- Membership to professional organizations. (Ex. CSTE, APIC, TPHA, TSICP)
- Subscriptions to online learning services
- Subscriptions to professional publications/journals
- Certifications or recertification to professional licenses or certification
- Uniforms/Jackets or any clothing
- Promotional items with or without the LHD's logo
- New purchases or renewal for software licenses (SAS, SPSS, etc.) that were purchased due to salary savings through an epi vacancy during a previous fiscal year that were a one-time purchase

Let me know if you have any questions.

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