



## COLLIN COUNTY

Health Care Services  
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**TO:** Collin County Health Care Board of Trustees

**FROM:** Candy Blair, Director of Public Health, Health Care Services

**DATE:** July 21, 2025

**RE:** Renewal Application—Texas Department of State Health Services  
(DSHS) FY 2026 – FY 2027 Texas Epidemiology Capacity Expansion  
Grant (IDPS/SUR) Grant (Amendment 1)

Attached for approval is the DSHS IDPS/SUR FY2026 - FY2027 renewal application for the two-year grant period, September 1, 2025 - August 31, 2027, in the amount of \$342,446. Collin County Health Care Services (CCHCS) plans to primarily use DSHS IDPS/SUR funds for the salary and fringe benefits of one existing Epidemiologist.

Collin County requires a 10% de minimis indirect cost rate to be applied to all grants. Health Care Services was informed of this new policy in March after the routine grant renewal paperwork had already been submitted to the DSHS in February. New grant applications and indirect cost documentation were resubmitted to DSHS in March 2025 to comply with this requirement. DSHS approved the new indirect cost budget for the FY26 – FY27 IDPS/SUR years. However, the contract was issued by the DSHS Legal Department using the budget without indirect costs submitted in February 2025.

*DSHS requires that Collin County to first approve Amendment 1 to the contract, awarding Collin County \$342,446 for the FY26 – FY27 contract period using the budget without indirect costs. DSHS will then issue Amendment 2 to the contract, instituting the indirect cost budget, which the state has already approved. DSHS has agreed that salary and fringe funding percentages from Amendment 2 can be retroactively applied starting September 1, 2025.*

As part of this agenda item, the Amendment 1 budget, Grant Summary Form, and Grant Personnel Form are attached without indirect costs. Upon the execution of Amendment 1, DSHS will issue Collin County Amendment 2 with indirect costs and changes to staff funded by the grant. Health Care Services will include an updated budget, Grant Summary Form, and Grant Personnel Form as part of the Amendment 2 agenda item.

The following staff salary and fringe benefits been approved by DSHS for each amendment:

- Amendment 1 (without indirect costs)
  - Year 1 (September 1, 2025 – August 31, 2026)
    - Position ID: 300285 at 66% IDPS/SUR grant funded
    - Position ID: 300224 at 34% IDPS/SUR grant funded
  - Year 2 (September 1, 2026 – August 31, 2027)
    - Position ID: 300285 at 65% IDPS/SUR grant funded
    - Position ID: 300224 at 28% IDPS/SUR grant funded
- Amendment 2 (with indirect costs)
  - Year 1 (September 1, 2025 – August 31, 2026)
    - Position ID: 300285 at 90% IDPS/SUR grant funded
    - Position ID: 300224 at 0% IDPS/SUR grant funded
  - Year 2 (September 1, 2026 – August 31, 2027)
    - Position ID: 300285 at 85% IDPS/SUR grant funded
    - Position ID: 300224 at 0% IDPS/SUR grant funded

An additional 10% of grant funding is provided by the Immunizations grant adopted through agenda items 58139 and 58141 for Position ID: 300285 during the period of September 1, 2025 – August 30, 2026.

Collin County Health Care Services requests approval to use of existing Health Care department funds to support minimal department-required items that are not allowable expenses on the grant. Health Care department funds have historically been used for this purpose and no additional funds are requested. Computer, cell phone, and other electronic item replacements for the positions on this grant have historically been performed by Collin County IT on schedule with the rest of the department and will continue to do so.

The purpose of the IDPS/SUR funds is to support efforts by local health departments in addressing public health issues, specifically the surveillance and epidemiology activities associated with foodborne and waterborne illnesses such as Salmonellosis, E. coli, Campylobacteriosis, Cryptosporidiosis, and Cyclosporiasis. The Epidemiologists are responsible for the investigation, data entry, and electronic reporting to DSHS of foodborne and waterborne illnesses as required in the Texas Administrative Code § 97.3 for Collin County. By maintaining our epidemiology and surveillance capacity, CCHCS is striving to reduce the spread of foodborne and waterborne illnesses in our community.

I respectfully request approval for this contract renewal application.

CB/bm