



Southwest Texas Regional Advisory Council

07/05/2016

San Antonio Fire Department
Attn: Chief Yvette Granato

Re: FY 2016 Mobile Integrated Health Program

Dear Chief Granato,

We are pleased to announce effective March 1, 2016, through August 31, 2016, both the San Antonio Fire Department (SAFD) Mobile Integrated Health (MIH) Program and Southwest Texas Regional Advisory Council (STRAC) has been presented with operational funding totaling \$391,863; \$152,745 for SAFD personnel costs and \$239,118 for equipment and vehicles. The creation of the STRAC MIH Consortium Program will comprise of additional funding from various sources and clinical programs, to include University Hospital, Community First, and other entities that have interest in the STRAC MIH Consortium Program. The goal of the program is to interact with asthma patients in non-emergency settings and provide proactive care, intervention and healthcare navigation, and establishment of the patient's medical home in order to improve their health, maximize efficiencies, and show cost savings.

In lieu of a disbursement of funds to the San Antonio Fire Department, STRAC will be responsible for the management of the STRAC MIH Consortium Program and account for all funds being disbursed, and in turn, will be providing goods and services and reimbursement to the San Antonio Fire Department for MIH personnel involved in program activities.

All procurement activities associated with this program shall follow STRAC accounting guidelines and generally accepted accounting principles for the purchase of goods and services without exception. It is critical that all procurement provisions be completely followed. When in doubt, please contact STRAC for proper guidance. The STRAC must report all expenditures by the end of fiscal year. Partners should ensure that costs claimed under this program are eligible and reasonable. Below lists the eligible and non-allowable expenses:

Eligible expenses

- Supplies
- Personnel/Operational Expenses related to the MIH program
- Education and training
- Equipment, including medical equipment
- Vehicles; and
- Communications Equipment

Non-allowable expenses

- Buildings
- Land/real property
- Investments (stocks, bonds, mutual funds, etc.), and
- Tax

It is imperative that program funds are properly used and accounted for. Violations can result in a range of penalties, including suspension of future funds from the STRAC, University Health System, or Community First; the return of all funds associated with the award, including those already expended, and the creation of potential legal liability for the agency. Your cooperation in meeting deadlines and policies is greatly appreciated.

If you have any questions about this funding, eligible expenses or the reporting process, please contact Ms. Amy Flores, accounting manager at (210) 233-5834 or email at accounting@strac.org

Sincerely,

Eric Epley
Executive Director

Southwest Texas Regional Advisory Council (STRAC)
7500 Hwy 90 West, Suite 200, San Antonio, TX 78227
210.233.5850 www.strac.org