

COUNTY OF MILWAUKEE
Inter-Office Communication

Date: November 8, 2023

To: Marcelia Nicholson, Chairwoman, Milwaukee County Board of Supervisors

From: Shakita LaGrant-McClain, Director, Department of Health and Human Services

Subject: Report from the Director, Department of Health and Human Services, requesting authorization to execute a 2024 professional services contract totaling \$78,000 with Jennifer Lefebber to coordinate and facilitate Evidence-Based Disease Prevention and Health Promotion Programs (EBPP) for older adults age 60 and older

File Type: Action Report

REQUEST

The Director, Department of Health and Human Services (DHHS) is requesting authorization to execute a \$78,000 contract with Jennifer Lefebber to coordinate and facilitate Evidence-Based Prevention Programs (EBPP) for older adults in Milwaukee County.

POLICY

Per Wisconsin Statutes, the Director of the Department of Health and Human Services is requesting authorization to execute this contract consistent with Milwaukee County procurement standards.

Procurement Process

DHHS follows the competitive bidding/Request for Proposals (RFP) requirements of its state and federal funding sources. With rare exception, all purchase of service undergoes an RFP every four years with professional services generally being bid in less than four years. In the event of contractor performance issues, some programs may be bid before the four years have elapsed. This contract for Evidence-Based Disease Prevention and health Promotion Programs (EBPP) was most recently bid out in 2022.

The DHHS RFP process begins with the release of an “Interested Parties” notice. An “Interested Parties” notice will be emailed to entities registered to receive notice of DHHS RFPs on the E-notify website used by both the City of Milwaukee and Milwaukee Public Schools. The RFPs are also widely advertised through media announcements in the Daily Reporter newspaper, Blue Book, Spanish Journal, Neighborhood News as well as social media platforms like Facebook, and Twitter.

DHHS has made strides to improve its RFP materials to include diversity and inclusion initiatives as well as attract organizations with both diverse leadership and service provider staff. Further, proposal review panels have been increased to five members, the majority of which are community (non-County employee) members. DHHS has taken efforts to increase our pool of community reviewers.

After initial scoring is completed, review panelists gather in a consensus meeting to discuss the proposals and adjust their scoring if needed. The final scores are then tallied, and the contract award recommendation is made to the DHHS Director.

Wisconsin State Statutes:	59.52(31)
Milwaukee County General Ordinances	Ch. 32.40

BACKGROUND

The Older Americans Act funds a variety of programs to support services for older adults aged 60 and older. Title III-D of the Older Americans Act provides funding for programs that support healthy lifestyles and promote healthy behaviors among older adults through activities that address disease management, deliver evidence-based health promotion and chronic disease and pain prevention. In Milwaukee County, a variety of evidence-based health promotion programs are provided by local facilitators who are trained and supported by Jennifer Lefeber.

This year, the focus of these programs has been to expand the network of trained facilitators that lead and conduct these programs and to recommit to in-person events that advocate and market healthy behaviors for older adults as well as increase the reach of these programs within underserved communities particularly within the African American Community. Ms. Lefeber has been involved in organizing a variety of events including: the MKE Wellness Symposium and Falls Prevention Resource Fairs as well as community projects including the LEAF Grant and the Living Well with Chronic Conditions with the HOPE Ambassadors.

These workshops are promoted through neighborhood level advertising, programming guides at the locations which offer them, through the Wisconsin Institute for Healthy Aging, social media, outreach events, and an up-to-date list is available on the Older Adults Services page of the Milwaukee County website.

For 2023, the provider is on track to meet her goals for the contract.

ALIGNMENT TO STRATEGIC PLAN

This item is aligned to Milwaukee County's strategic plan given its particular emphasis on increasing the number of County contracts awarded to minority and women-owned businesses and investing "upstream" to address root causes of health disparities. The courses are directly in keeping with the Milwaukee County Department of Health and Human Services' strategy which targets population health and systems change.

FISCAL EFFECT

Funding for this service has been included in the DHHS 2024 Budget. This program is supported by funding from Title III-D of the Older Americans Act intended to support healthy lifestyles and promote healthy behaviors.

TERMS

This contract will be in place from January 1, 2024 to December 31, 2024.

VIRTUAL MEETING INVITES

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PREPARED BY:

Carrie Koss Vallejo, Program and Planning Coordinator, DHHS Aging and Disabilities Services

APPROVED BY:


Shakita LaGrant-McClain, DHHS Director

ATTACHMENTS:

None

cc: County Executive David Crowley
Sup. Liz Sumner, Chair, Finance Committee
Mary Jo Meyers, Chief of Staff, County Executive's Office
Kelly Bablitch, Chief of Staff, Milwaukee County Board of Supervisors
Janelle M. Jensen, Legislative Services Division Manager, Office of the County
Steve Cady, Research Director, Comptroller's Office
Lottie Maxwell-Mitchell, Senior Budget and Management Analyst, DAS