



Legislation Details (With Text)

**File #:** 24-2435      **Version:** 1      **Name:**

**Type:** Grant      **Status:** Passed

**File created:** 4/15/2024      **In control:** Commissioners Court

**On agenda:** 4/23/2024      **Final action:** 4/23/2024

**Title:** Request by the Office of County Administration for approval of two positions effective May 4, 2024 funded by a grant from Houston Endowment, Inc., as project support for a needs assessment and development of a comprehensive language access plan.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. 24-2435.pdf

Date	Ver.	Action By	Action	Result
4/23/2024	1	Commissioners Court		

**Department:** County Administration  
**Department Head/Elected Official:** Leah Barton

**Regular or Supplemental RCA:** Regular RCA  
**Type of Request:** Position

**Project ID (if applicable):** 100001000001583  
**Vendor/Entity Legal Name (if applicable):** N/A

**MWDBE Contracted Goal (if applicable):** N/A  
**MWDBE Current Participation (if applicable):** N/A  
**Justification for 0% MWDBE Participation Goal:** N/A - Goal not applicable to request

**Request Summary (Agenda Caption):**  
 Request by the Office of County Administration for approval of two positions effective May 4, 2024 funded by a grant from Houston Endowment, Inc., as project support for a needs assessment and development of a comprehensive language access plan.

**Background and Discussion:**  
 In February 2024, the Office of County Administration’s (OCA) Research and Analysis Division (RAD) was awarded \$515,000 in grant funding from the Houston Endowment for project support for a needs assessment and comprehensive language access plan to serve residents who lack English language proficiency.

To spearhead these efforts, two full-time equivalency (FTE) staff members will be established under the Research and Analysis Division (RAD) within the Harris County Office of County Administration (OCA). The Harris County OCA oversees 16 Harris County departments, 13 of which are public-facing departments that provide services directly to residents. The program will begin its work by assessing the data and services of

the 13 public-facing OCA departments. Other public-facing departments not under the purview of the OCA would also be encouraged to adopt the countywide language access plan.

**Expected Impact:**

A more cohesive approach to language access services to better serve the limited English proficient population of Harris County.

**Alternative Options:**

Develop another plan to use the grant funds for the intended purpose.

**Alignment with Goal(s):**

- Justice and Safety
- Economic Opportunity
- Housing
- Public Health
- Transportation
- Flooding
- Environment
- Governance and Customer Service

**Prior Court Action (if any):**

Date	Agenda Item #	Action Taken
10/10/2023	193	Approved submitting an application to Houston Endowment, Inc., for grant funds in the amount of \$515,000, with no required match.
2/27/24	472	Accepted an award from the Houston Endowment, Inc., for grant funds to develop a comprehensive countywide LEP plan.

**Location:**

Address (if applicable):

Precinct(s): Countywide

<b>Fiscal and Personnel Summary</b>					
Service Name		Language Access			
		Current Fiscal Year Cost			Annual Fiscal Cost
		Labor	Non-Labor	Total	Recurring Expense
<b>Funding Sources</b>					
<b>Existing Budget</b> *Grant previc					
Grant	FY24 - FY25	\$505,501.00	\$9,499.00	\$515,000.00	\$

Choose an item.	\$	\$	\$	\$
Choose an item.	\$	\$	\$	\$
<b>Total Current Budget</b>	\$505,501.00	\$9,499.00	\$515,000.00	\$
<b>Additional Budget Request</b> ( <i>Requires Fiscal Review Request Form</i> )				
Choose an item.	\$	\$	\$	\$
Choose an item.	\$	\$	\$	\$
Choose an item.	\$	\$	\$	\$
<b>Total Additional Budget Request</b>	\$	\$	\$	\$
<b>Total Funding Request</b>	\$505,501.00	\$9,499.00	\$515,000.00	\$
<b>Personnel</b> (Fill out section only if requesting new PCNs)				
Current Position Count for Ser	0	-	0	0
Additional Positions Request	2	-	2	2
<b>Total Personnel</b>	<b>2</b>	-	<b>2</b>	<b>2</b>

**Anticipated Court Date:** April 23, 2024

**Anticipated Implementation Date (if different from Court date):**

**Emergency/Disaster Recovery Note:** Not an emergency, disaster, or COVID-19 related item

**Contact(s) name, title, department:** Pernilla Johansson, Director Research and Analysis Division, Office of County Administration

**Attachments** (if applicable):