New Employee Orientation

Tuberculosis and Refugee Health Services Branch

Sandra A. Morris, M.P.H.

October 2016
Areas of Discussion

- Composition of the Branch
- TB Program Structure
- Organizational Structure
TB Services Branch Composition

- TB and Refugee Health Services Branch
  - Hansen’s Disease Program
  - TB Program
  - Refugee Health Screening Program
Common Program Activities

- Disease Prevention & Control
  - Medication/Vaccine Administration
  - Laboratory Services
  - Standards of Care
  - Public Health Law Review
  - Rules Development

- Epidemiology Services
  Identifies and monitors disease trends
  Determines at-risk populations
Common Program Activities

- Program Evaluation
  - Data Analysis
  - Site Reviews
- Funds Management
  - Budget Planning and Preparation
  - Determines Funding Allocation
  - Monitors Expenditures
Common Program Activities

- **Grants Management**
  - Prepares grant applications for ongoing federal funding
  - Submits routine grantor reports
  - Aligns program functions to support grant requirements

- **Contractual Services**
  - Prepares statements of work
  - Determines performance deliverables
Tuberculosis Program
Program Goal and Mission

- Goal: Eliminate tuberculosis as a public health threat
- Mission: Prevent, treat and control the spread of TB in Texas.
Core TB Program Services

- Clinical Care Services
- Program Evaluation/Epidemiology
- Congregate Settings
- Binational Projects
Program Support

- Surveillance and Reporting
- Pharmacy
- Laboratory
- Contract Management
Statewide TB Infrastructure

- 31 Funded local health departments
- 8 DSHS health service regions
- 4 binational projects
  - HSR 11 – Grupo Sin Fronteras & Los Dos Laredos
  - HSR 8 – Esperanza y Amistad
  - HSR 9/10 – Juntos Project
- Heartland National TB Center
- Texas Center for Infectious Disease (TB Hospital)
Refuge Health Program

- Refugee Health Program (RHP) provides eligible clients with comprehensive health assessments, including follow-up and referrals for health conditions identified in the assessment process.

- The RHP supports local health departments in seven principal refugee resettlement areas to provide health assessments to refugees and other eligible clients.
Refugee Resettlement Areas

- Abilene
- Amarillo
- Austin
- Dallas
- Houston
- San Antonio
- Tarrant County
Population Served

- Newly arrived official refugees (within 90 days of arrival in the US), Cuban and Haitian Parolees/Entrants (granted on-site official entry), Iraqi and Afghani immigrants, Asylees (from date granted asylum), and Victims of human trafficking (from date certified).
State Administration of the Refugee Program

- State administered program ends January 31, 2016
- Program will be administered by a national voluntary agency selected by the Office of Refugee Resettlement
Hansen’s Disease Program

- The Hansen’s Disease Program provides outpatient services to prevent deformity and disability from Hansen’s disease (leprosy) through diagnosis and treatment.
Hansen’s Disease Clinics

- Texas Center for Infectious Disease
- Houston Department of Health
- Health Service Region 11
Sandra Morris, M.P.H. (M)  
Manager IV  
TB and Refugee Health Services Branch  
H31000/58909/B25/E

Overall Branch  
Management to Staff Ratio: 1:8  
Total Filled Managers: 2  
Total Filled Other Staff: 13  
Total Filled Staff: 15  
Total Vacancies: 5  
Total Staff (Filled/Vacant): 20  
Total Filled Federal Assignees: 3  
Total Vacant Federal Assignee: 0

Branch Office  
Management to Staff Ratio: 1:7  
Total Filled Managers: 1  
Total Filled Other Staff: 6  
Total Filled Staff: 7  
Total Vacancies: 1  
Total Staff (Filled/Vacant): 8  
Total Filled Federal Assignees: 2  
Total Vacant Federal Assignee: 0

Tomas Rodriguez  
Federal Assignee  
GS13

Angelica Galindo-Sanchez  
Federal Assignee  
Proposed Bi-National TB Coordinator

Lara Miller (TL)  
Staff Services Officer II  
H31000/9050/B18/N

Jessica Montour (TL)  
Epidemiologist III  
H31000/76031/B23/N

Cynthia Lewis  
Program Specialist V  
H31000/9041/B21/N

Amira Sution  
Program Specialist IV  
H31000/9215/B20/N

Diana Whitley  
Public Health and Prevention Specialist I  
H31000/9059/B14/N

Peggy Wittie (M)  
Manager III  
Tuberculosis & Hansen's Disease Group  
H31000/58912/B24/E

VACANT  
Administrative Assistant III  
H31000/9066/A11/N

IDPS THSVHU TB and Refugee Health Services Branch  
September 2016
IDPS THSVHU Epidemiology & Surveillance Branch
September 2016

Branch Office Ratio
Management to Staff Ratio: 1:9
Total Filled Managers: 1
Total Filled Other Staff: 9
Total Filled Staff: 10
Total Vacancies: 1
Total Staff (Filled/Vacant): 11
Total Filled Federal Assignees: 2

Overall Branch
Management to Staff Ratio: 1:15
Total Filled Managers: 3
Total Filled Other Staff: 45
Total Filled Staff: 48
Total Vacancies: 5
Total (Filled/Vacant): 53
Total Filled Federal Assignees: 2

Jonathon Poe
Manager IV
Epidemiology & Surveillance Branch
H31200/58794/B25/E

Michelle Ellison (TL)
Executive Assistant II
H31200/9115/B19/N

Greg Banta
Administrative Assistant III
H31000/9126/A13/N

Karla Kelley
Administrative Assistant II
H31000/9191/A11/N

Gretchen Birdwell
Program Specialist IV
H31000/9164/B20/N

VACANT (M)
Manager III
Epidemiology and Supplemental Projects Group
H31200/9083/B24/E

Miranda Fanning (M)
Manager III
Epidemiology & Surveillance Group
H31200/9079/B24/E

Alan Heinzke
System Analyst IV
H31200/6796/B22/N

Yen Nguyen
System Analyst IV
H31200/7258/B22/N

Maria Rodriguez
Program Specialist IV
H31200/9046/B20/N

Sonia Arbona
Epidemiologist III
H31200/9082/B23/N

Jennifer Chase
CDC

Karen Arrowood
CDC PHA

Gretchen Birdwell
Program Specialist IV
H31000/9164/B20/N
IDPS THSVHU Epidemiology & Surveillance Branch
September 2016

Branch Office Ratio
Management to Staff Ratio: 1:9
Total Filled Managers: 1
Total Filled Other Staff: 9
Total Filled Staff: 10
Total Vacancies: 1
Total Staff (Filled/Vacant): 11
Total Filled Federal Assignees: 2

Overall Branch
Management to Staff Ratio: 1:15
Total Filled Managers: 3
Total Filled Other Staff: 45
Total Filled Staff: 48
Total Vacancies: 5
Total (Filled/Vacant): 53
Total Filled Federal Assignees: 2

Jonathon Poe
Manager IV
Epidemiology & Surveillance Branch
H31200/58794/B25/E

Michelle Ellison (TL)
Executive Assistant II
H31200/9115/B19/N

Karla Kelley
Administrative Assistant II
H31000/9191/A11/N

Gretchen Birdwell
Program Specialist IV
H31000/9164/B20/N

VACANT (M)
Manager III
Epidemiology and Supplemental Projects Group
H31200/9083/B24/E

Miranda Fanning (M)
Manager III
Epidemiology & Surveillance Group
H31200/9079/B24/E

Maria Rodriguez
Program Specialist IV
H31200/9046/B20/N

Sonia Arbona
Epidemiologist III
H31200/9082/B23/N

Jennifer Chase
CDC

Greg Banta
Administrative Assistant III
H31000/9126/A13/N

Karen Arrowood
CDC PHA

Yen Nguyen
System Analyst IV
H31200/7258/B22/N

Alan Heinzke
System Analyst IV
H31200/6796/B22/N

Gretchen Birdwell
Program Specialist IV
H31000/9164/B20/N

Zachary Bennett
Program Specialist IV
H31200/9046/B20/N

VACANT (M)
Manager IV
Epidemiology & Surveillance Branch
H31200/58794/B25/E
Thank You