



MONICA CEPERO, County Administrator
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April 25, 2022

Hiram Montero, President & CEO
Light of the World Clinic, Inc.
5333 N. Dixie Highway, 201
Oakland Park, FL 33334

RE: 47th Year CDBG (10/1/21-9/30/22) Light of the World Clinic, Inc. for Indigent Health Care And Prevention Outreach Program-\$15,000.

Dear Mr. Montero:

Due to your agency being considered "low risk" and limitations resulting from COVID-19, a monitoring of your CDBG project was conducted in April of 2022.

I wish to express my appreciation for the assistance rendered by Sandra Lozano Barry, Executive Director. The purpose of the monitoring was to determine if the activities were administered pursuant to the terms outlined in the Broward County agreement. The monitoring also provided an opportunity to communicate with staff any problems regarding the implementation of the funding agreement and to look at the agency's continuing capacity to carry out its program in accordance with the terms of the agreement.


The Performance Assessment of the CDBG project was conducted to determine the accomplishments of the tasks outlined in the agreement executed by your agency. Based on the County review, it was determined that the goals, as described in the scope of services have been met except for one. Within the scope of monitoring there are no findings.

Please find attached a copy of the monitoring report for this project. Should you have questions regarding the administration of this project, please call Barbara Minzner, Monitor at 954-357-4932.

Sincerely,

Ralph Stone, Director

RS/bm

- cc: Suzanne R. Fejes, Assistant Director
- Yvette Lopez, Program Development Manager 
- Angela Chin, Program and Redevelopment Manager
- Richard Morris, Housing Community Development Specialist
- Sandra Lozano Barry, Executive Director

47th Year CDBG - Light of the World, Inc. Indigent Health Care and Prevention Outreach Program-\$15,000.00

Date(s) of Monitoring: 4/20/22
Contract Period: 10/1/21 – 9/30/22
Contract Amount: \$15,000.
Expenditures to Date: \$15,000.
Other Funding Source(s): \$28,752.00 non-CDBG

Project Description:

CDBG Funds allocated to the City of Oakland Park, in the amount of Fifteen Thousand Dollars (\$15,000), provided under the Agreement shall be used to fund Light of the World Clinic, Inc. ("Agency") to provide for indigent health care and prevention outreach services. CDBG Funds shall support funding for a medical assistant to improve and enhance the level of essential health care and preventative medical services to a minimum of Two Hundred Seventy (270) unduplicated indigent, disadvantaged, medically underserved high risk persons within Broward County who traditionally are not aware of, do not have access to, or cannot obtain effective health care due to cultural barriers or lack of health insurance.

The Medical Assistant shall identify and educate Two Hundred Seventy (270) unduplicated patients; coordinate and support medical staff in educating patients in healthy lifestyles to reduce the incidence of hypertension, coronary heart disease, diabetes, and obesity by providing approximately five hundred (500) patient visits and distribute one thousand (1,000) information brochures to patients or potential patients.

Agency shall educate families on the importance of proper and regular healthcare, in an effort to avoid unnecessary and unwanted medical emergencies. Agency shall educate its target population through community- based health promotion activities, continued health testing and screening, and improving access by conducting programs in both English and Spanish.

CDBG HUD National Objective: 24 CFR 570.208 (a) (2), Limited Clientele Activities

Summary of Monitoring:

This was a desktop and on site final performance assessment conducted of the 47th Year CDBG to review the activities and documentation to support the goals that are met. The program is a limited clientele activity where the participants are assumed to be low or moderate income however the clinic includes income documentation in the files.

The monitoring visit included the review of a sampling of ten (10) files. The monitor reviewed patient applications, income documentation and management notes. Medical assistant's salaries were partially paid by the CDBG funds.

Required monthly reports were submitted to the County.

Documents/Records Reviewed: data log, patient files, monthly progress reports, billings, time sheets/payroll records, marketing material and employee records

Finding(s) Noted: None

Finding is defined as a program element which does not comply with a Federal Regulation.

Concern(s) Noted: None

Concern is either a potential finding or a program weakness which should be improved to avoid future problems.

Performance Assessment: Conducted 4/20/22

47th Year CDBG - Luz Del Mundo (Light of the World), Inc. Indigent Health Care and Prevention Outreach Program-\$15,000.00				
Performance Measures	Scope of Services (Estimated)	Accomplishments (Actual)	% Completed	Supporting Documentation
Enhance patient health care for a minimum of Two hundred (270) unduplicated patients through the Indigent Health Care and Prevention Outreach Program.	270	313	115.92%	Data Log
Enhance the quality of life for patients through a customized medical plan and healthy lifestyles improvement programs in English and Spanish, one- on- one nutritional counseling, diabetic and health care counseling to improve their blood pressure, fasting blood sugar, nutrition and other health factors via a minimum of five hundred (500) patient visits.	500	1030	206%	Data Log
Distribute a minimum of one thousand (1,000) information brochures to patients or potential patients	1000	815	815%	Track the count of a number of flyers issued
Monthly Progress Reports and Final Beneficiary Data Report	Minimum 12 Progress Reports required	6	50%	Reports and invoices with supporting documentation