



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 5/14/2024

To: Board of Supervisors

Department or Agency Name(s): Human Services

Staff Name and Phone Number: Paul Dunaway (707) 565-3673, Gary Fontenot (707) 565-5931

Vote Requirement: 4/5th

Supervisorial District(s): Countywide

Title:

Sonoma County Health Insurance Counseling & Advocacy Program Standard Agreement for State Fiscal Years 2023-24 and 2024-25; Council on Aging and Senior Advocacy Services Contract Amendments

Recommended Action:

- A. Adopt a resolution authorizing the Director of the Human Services Department to execute the Sonoma County Area Agency on Aging Health Insurance Counseling & Advocacy Program Standard Agreement #HI-2425-27 with the State of California Department of Aging.
- B. Authorize the Director of the Human Services Department to:
 - a. Accept funding from the California Department of Aging totaling \$494,537 to be allocated for Health Insurance Counseling & Advocacy Program (HICAP) activities for the term of April 1, 2024 through March 31, 2025.
 - b. Amend and execute future HICAP Standard Agreements to adjust for revenue levels based on changes to funding.
 - c. Execute the first amendment to the existing contract with Senior Advocacy Services for HICAP services for the period May 14, 2024 to June 30, 2024 for a new total contract amount not to exceed \$904,699.
- C. Adopt a resolution authorizing an adjustment to the Human Services Department's Fiscal Year 2023-2024 adopted budget to increase appropriations in the amount of \$272,571 to receive and program increased funding from the State of California Department of Aging. (4/5 Vote)
- D. Execute the first amendment to the existing contract with Council on Aging for supportive and nutrition services for the period May 14, 2024 to June 30, 2024 for a new total contract amount not to exceed \$1,666,278.

Executive Summary:

The Human Services Department (HSD) is requesting that the Board adopt a resolution to accept funding from the California Department of Aging to support Health Insurance Counseling & Advocacy Program (HICAP) activities, and approve an amendment to the existing contract with Senior Advocacy Services to include additional HICAP funding. HSD also requests that the Board authorize adjustments to the Human Services Department's Fiscal Year 2023-2024 adopted budget to increase appropriations received from the California Department of Aging, and approve an amendment to the existing Council on Aging contract for additional funding to support adult day program lunches at congregate meal sites and home delivered meals.

Discussion:

The Sonoma County Area Agency on Aging (AAA) is responsible for planning and advocating for the needs of older adults, adults with disabilities, and caregivers. The AAA allocates state and federal funds to local non-profit agencies to provide services that help to ensure the targeted populations are safe, healthy, and well cared for throughout the county.

Health Insurance Counseling & Advocacy Program, Standard Agreement

The AAA receives funding from the California Department of Aging (CDA) to provide HICAP services to the community. HICAP provides free, confidential, unbiased, and objective one-on-one counseling, education, and assistance to individuals and their families regarding Medicare, Long-Term Care insurance, and other health insurance.

The AAA serves as the lead agency under a memorandum of understanding and provides HICAP services for the areas of Marin, Lake, Mendocino, Napa and Solano, and Sonoma counties.

The AAA contracts with Senior Advocacy Services, a local non-profit service provider, to administer the HICAP program. Senior Advocacy Services' HICAP staff and trained volunteers offer counseling and advocacy services in both English and Spanish. Target populations served by HICAP include older adults, other Medicare beneficiaries including individuals with disabilities, people who are soon to be eligible for Medicare, and individuals who are seeking information related to medical insurance coverage options.

The HICAP Standard Agreement revenue contract of \$494,537 for the term of April 1, 2024 through March 31, 2025 spans across two state fiscal years. The amount to be allocated to Senior Advocacy Services is \$450,815; \$112,704 in fiscal year 2023-24 April 1 through June 30, 2024, and \$338,111 in fiscal year 2024-25 July 1, 2024 through March 31, 2025 in a future contract amendment. A total of \$43,722 will be used for County administration costs.

Council on Aging Contract Amendment

The AAA receives funding from CDA to provide supportive services including adult day and nutrition programs for older adults. CDA provided \$272,571 in additional revenue which has been accepted per authorization provided by the Board on July 18, 2023. HSD is seeking Board approval to amend the existing Council on Aging contract to add \$122,778, which will increase the contract from \$1,543,500 to \$1,666,278 as follows:

- \$35,000 to the adult day program
- \$58,392 to senior lunch programs at congregate meal sites
- \$29,386 to the home delivered meals program

The remaining \$149,793 was allocated to contracts with Petaluma People Services, North Coast Opportunity, Alzheimer's Association and Senior Advocacy Services.

Strategic Plan:

N/A

Racial Equity:

Was this item identified as an opportunity to apply the Racial Equity Toolkit?

No

Prior Board Actions:

- 07.18.2023 Adopted resolutions authorizing the Director of HSD to execute agreements with CDA to allocate \$3,641,610 for services and execution of future amendments to adjust for increased revenues
- 06.06.2023 Authorized the Director of HSD to execute contracts with Council on Aging and Senior Advocacy Services
- 07.20.2021 Authorized the Director of HSD to execute the CDA HICAP Standard Agreement for the period of 07/01/2021 to 06/30/2022
- 08.04.2020 Authorized the Director of HSD to execute the CDA HICAP Standard Agreement for the period of 07/01/2020 to 06/30/2021
- 06.13.2017 Authorized the Director of HSD to execute the CDA HICAP Standard Agreement for the period of 07/01/2017 to 06/30/2020.

The Board has approved the Standard Agreement for operation of HICAP since 1997.

FISCAL SUMMARY

Expenditures	FY23-24 Adopted	FY24-25 Projected	FY25-26 Projected
Budgeted Expenses	\$123,634	\$370,903	
Additional Appropriation Requested	\$272,571		
Total Expenditures	\$396,205	\$370,903	
Funding Sources			
General Fund/WA GF			
State/Federal	\$396,205	\$370,903	
Fees/Other			
Use of Fund Balance			
General Fund Contingencies			
Total Sources	\$396,205	\$370,903	

Narrative Explanation of Fiscal Impacts:

HSD is not requesting additional appropriations for HICAP since they were included in the adopted budget for FY23-24. The HICAP budget is allocated as follows; FY23-24 \$123,634 (3 months, \$112,704 for Senior Advocacy Services and \$10,930 for administration) and FY24-25 \$370,903 (9 months, \$338,111 for Senior Advocacy Services and \$32,792 for administration) for a total of \$494,537. HICAP is fully funded by CDA.

HSD is requesting to increase appropriations in the amount of \$272,571 to reflect the additional funding from CDA: \$122,778 will fund the contract amendment with Council on Aging and the remaining \$149,793 will fund contract amendments with Petaluma People Services, North Coast Opportunity, Alzheimer’s Association and

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Senior Advocacy Services.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

There are no staffing impacts.

Attachments:

- 1 - Resolution to Execute Agreement with CDA
- 2 - HICAP Standard Agreement HI-2425-27
- 3 - Senior Advocacy Services Contract
- 4 - Council on Aging Contract
- 5 - Resolution to Adjust HSD Budget

Related Items "On File" with the Clerk of the Board:

N/A