



COUNTY OF SONOMA

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

SUMMARY REPORT

Agenda Date: 9/13/2022

To: Board of Supervisors

Department or Agency Name(s): Human Services

Staff Name and Phone Number: Tracy Repp 565-5982, Gary Fontenot 565-5931, Paul Dunaway 565-3673

Vote Requirement: 4/5th

Supervisory District(s): Countywide

Title:

State of California Department of Aging Emergency Recovery Funding, Multipurpose Senior Services Program Standard Agreement, Addition of a Time-Limited Position, and Area Agency on Aging Advisory Council Bylaws

Recommended Action:

A) Adopt a resolution authorizing the Director of the Human Services Department to execute contract #IF-2223-27 with the State of California Department of Aging to receive funding for the Emergency Recovery programs for a total amount of \$1,151,611.

B) Adopt a resolution authorizing the Director of the Human Services Department to execute contract #MS-2223-11 with the State of California Department of Aging to receive funding for the Multipurpose Senior Services Program for a total amount of \$1,071,200.

C) Adopt a resolution authorizing adjustments to the Human Services Department's Fiscal Year 2022-2023 adopted budget in the amount of \$490,974 to reflect increased funding from the State of California Department of Aging.

(4/5th Vote Required)

D) Adopt a position resolution adding 1.0 time-limited full-time Program Development Manager effective November 29, 2022 through December 3, 2024.

E) Approve the Sonoma County Area Agency on Aging Advisory Council Bylaws.

Executive Summary:

The Human Services Department (HSD) receives funding from the State of California Department of Aging (CDA) on an annual basis, and CDA requires that each grant have a separate resolution adopted by the Board of Supervisors to receive the funds. This year, the state has included emergency funding meant for resilience and recovery.

The emergency recovery agreement with the CDA contains funding from the state Older Adults' Recovery and Resiliency Fund Home and Community Based Services for Fall Prevention, Nutrition, Caregiver Support, and Legal Services. The total funding amount is \$1,151,611 with the term July 2, 2022 through December 31, 2024.

The agreement with the CDA for the Multipurpose Senior Services Program (MSSP) is operated with state and

federal funds under a Medicaid Waiver with a total funding amount of \$1,071,200 for Fiscal Year (FY) 2022-23, which is \$107,104 more than the amount of \$964,096 assumed in the Department's FY 22-23 adopted budget.

HSD requests the addition of a Program Development Manager (PDM) for the term of the Emergency Recovery funding, ending on December 31, 2024. The PDM will provide the support needed to develop new programs and manage and monitor the additional local service provider contracts that will be created as a result of receiving additional CDA funding. Although the time-limited position will end along with some of the programs using the emergency funding, there is a sustainability element to some of the programs. One of the duties of this manager will be to identify and implement sustainable options by the end of this term. In addition, all of the existing and new food programs in the Sonoma Area Agency on Aging will be included in the new Human Services Department Food Insecurity Study adopted by the Board for FY 22-23.

The Sonoma County Area Agency on Aging (AAA) Advisory Council bylaws have been updated to reflect current processes by the Advisory Council and approved by the County of Sonoma County Counsel Department. Per federal regulation, the Sonoma County Board of Supervisors is the governing board of the AAA and holds the responsibility of approving updates to the bylaws.

Discussion:**Older Adults Recovery and Resiliency (OARR) Home and Community Based Services (HCBS) Funding**

Over the last two plus years the COVID-19 pandemic has had a profound impact on older adults, people with disabilities, and their families and caregivers, leaving many of them isolated, home-bound, and with limited resources. The OARR/HCBS funding will provide additional nutritious meals, supportive services, caregiver and family support, and home and community-based supportive services.

The CDA has allocated a one-time state General Fund augmentation to be spent over three years (FY 2021-22 through FY 2023-24), to strengthen older adults' recovery and resilience from the severe isolation and health impacts from the COVID-19 pandemic. This American Rescue Plan funding is dedicated specifically from CDA to AAAs and not part of the County rescue plan funding.

The OARR/HCBS investments included in this funding support four specific programs:

Senior Legal Services - \$369,584

Assists older adults and adults with disabilities with a variety of legal issues related to housing, consumer fraud, elder abuse, Social Security, Supplemental Security Income (SSI), Medicare, Medi-Cal, age discrimination, pensions, nursing homes, protective services, conservatorships, and other matters. The need for legal services is increasing as pandemic restrictions are lifted.

Senior Nutrition - \$428,531

Provides home-delivered and congregate meals that adhere to specific nutritional standards for older adults. The need for home-delivered, nutritious food has increased dramatically during the COVID-19 pandemic. With pandemic restrictions lifting, there remains a need for additional home-delivered meals and also resources to reestablish community-based meal sites at congregate settings. The additional funds allow for services for additional older adults to help bridge the significant food gap that exists, and to develop partnerships and efforts to encourage intergenerational meals with older adults and all generations 59 years and younger, with a focus on youth, in a COVID-19 safe environment.

Dignity at Home Program - \$242,610

Dignity at Home Fall Prevention Program enables older adults and adults with disabilities to increase awareness and empowerment to live fully and without fear. This program also encourages countywide collaboration between government, health centers, advocates and community-based organizations to develop a fall prevention resource list and a Fall Prevention Taskforce.

The funding allows for home-modifications (grab-bars, ramps, etc.) and education/information to help limit falls and injuries. The use of fall prevention modifications, education, outreach, and training is shown to reduce falls in older adults, which can lead to severe adverse health impacts and death. The additional funding will allow for the ability to reach more individuals in need of modifications, information, and assessments to decrease fall risk.

Family Caregiver Support Programs - \$63,271

Provides a system of support services to unpaid family caregivers of older adults and adults with disabilities, designed to reduce caregiver burden (stress, depression, competing demands), and enable caregivers to remain in the workforce to prevent or delay the need for a higher level of care for the care receiver. Programs include assessing caregiver needs, providing respite from caregiving responsibilities, and access to caregiver support groups. The additional funds allow for the expansion of services to unpaid family caregivers.

Multipurpose Senior Services Program (MSSP)

HSD receives funds from the CDA to operate MSSP with the goals of preventing placement in care facilities and fostering independence and dignity for older adults. The program provides case management services to Medi-Cal eligible older adults who are frail and at risk of institutionalization. MSSP serves a caseload of approximately 165 individuals each month, and in FY 2021-22, services were provided to a total of 201 older adults. The Standard Agreement #MS-2223-11 with CDA for FY 2022-2023 contains \$1,071,200 in funding for the MSSP program, which supports existing staff and administrative costs for the program.

Time-Limited Program Development Manager (PDM)

Funding received from the American Rescue Plan Act (ARPA) and OARR/HCBS will fully cover the expenses of a full-time time-limited PDM for the term of the funding, which ends on December 31, 2024. The PDM will implement new programs and provide support to manage and monitor the additional local service provider contracts that will be created as a result of receiving the additional funding from CDA. Attachment #6 shows the administration funding available totaling \$457,120. Included are estimates from "Nutrition Infrastructure" and "Access to Technology" that will be confirmed and brought to the Board for approval in the coming months. The total cost for the PDM from November 29, 2022 to December 3, 2024 is \$456,100.

Bylaws Approval of the Sonoma County Area Agency on Aging Advisory Council

The Sonoma County Board of Supervisors is the governing board of the AAA, which is administered by the Adult & Aging Services Division of the Human Services Department. The Sonoma County AAA is part of a national system of Area Agencies on Aging created by the Older Americans Act. The AAA's mission is to provide leadership, services, and advocacy to promote the dignity, independence, and quality of life for older adults, adults with disabilities, and their caregivers.

As the governing board of the AAA, the Sonoma County Board of Supervisors have the responsibility of final

approval to changes to the AAA Advisory Council bylaws. The process of approval is as follows: First approval by the County of Sonoma County Counsel Department, second approval by the AAA Advisory Council, and final approval by the Board of Supervisors. The bylaws were modified and received approval from the County of Sonoma County Counsel Department on June 8, 2022 and approval from the Advisory Council on June 15, 2022. The new bylaws (Attachment 5) and old versions of the bylaws (Attachment 7) are attached to identify the changes being requested for approval, as well as a 2-page document summarizing the proposed changes made to the existing bylaws (Attachment 8).

Strategic Plan:

N/A

Prior Board Actions:

June 8, 2021 - Adopted resolution #21-0490 to accept revenue and execute a contract with the CDA for the MSSP for FY 2021-2022

April 21, 2020 - Authorized the Human Services Department Director to accept COVID-19 Emergency Funding from the California Department of Aging

August 4, 2020 - Adopted resolution #20-0264 to accept revenue and execute a contract with the CDA for the MSSP for FY 2020-2021

July 9, 2019 - Adopted resolution #19-0280 to accept revenue and execute a contract with the CDA for the MSSP for FY 2019-2020.

June 9, 2015 - Authorized approval of the Sonoma County Area Agency on Aging Bylaws Amendment - dated March 18, 2015.

FISCAL SUMMARY

| Expenditures | FY 22-23 Adopted | FY 23-24 Projected | FY 24-25 Projected |
|------------------------------------|-----------------------------|---------------------------|---------------------------|
| Budgeted Expenses | | \$511,827 | \$255,914 |
| Additional Appropriation Requested | \$490,974 | | |
| Total Expenditures | \$490,974 | \$511,827 | \$255,914 |
| Funding Sources | | | |
| General Fund/WA GF | | | |
| State/Federal | \$490,974 | \$511,827 | \$255,914 |
| Fees/Other | | | |
| Use of Fund Balance | | | |
| Contingencies | | | |
| Total Sources | \$490,974 | \$511,827 | \$255,914 |

Narrative Explanation of Fiscal Impacts:

CDA funding for the Emergency Recovery programs in the amount of \$1,151,611 was not budgeted for FY 2022-23. HSD requests approval to increase appropriations for a contract term of 27 months as follows: FY 2022-23 \$383,870 (9 months), FY 2023-24 \$511,827 (12 months), and FY 2024-25 \$255,914.

For MSSP, the FY 2022-23 budget only assumed revenue of \$964,096 from CDA. HSD requests approval to

increase appropriations by \$107,104 due to unanticipated revenues.

The combined adjustment to HSD's FY 2022-2023 budget is \$490,974.

The funding sources from FY 2022-23 through FY 2024-25 total \$1,258,715, representing the older adults' program (\$1,151,611) and the increased MSSP funding (\$107,104).

The total PDM position cost is \$456,100. The revenue totaling \$457,120 for the period November 29, 2022 through December 3, 2024, will fully cover the position cost using the 10% administrative allocation from the Emergency Recovery programs for \$115,161, administration cost for the American Rescue Plan Act for \$177,158, and additional anticipated OARR/HCBS funding for Nutrition Infrastructure and Access to Technology projects estimated to be approximately \$164,801. Once confirmed, the additional Nutrition Infrastructure and Access to Technology revenue will be brought to the Board for approval in October 2022.

A subsequent Board item will request approval to amend the contracts for the associated programs discussed in this summary.

| Staffing Impacts: | | | |
|--|--|---------------------------|---------------------------|
| Position Title (Payroll Classification) | Monthly Salary Range (A-I Step) | Additions (Number) | Deletions (Number) |
| Program Development Manager | \$8,181.51 - \$9,943.39 | 1 | 0 |
| | | | |
| | | | |

Narrative Explanation of Staffing Impacts (If Required):

The new full-time, time-limited Program Development Manager will provide necessary supports to implement new programs, monitor new contracts and create sustainability for when this funding expires. Existing staff in this program and within the Adult and Aging Division do not have capacity to take on the new tasks without the addition of this new position.

Attachments:

1. AAA Emergency Funding FY22-24 Resolution
2. MSSP Standard Agreement FY22-23 Resolution
3. Budget Resolution
4. Position Resolution
5. Area Agency on Aging Advisory Council Bylaws Revision 2022
6. Area Agency on Aging PDM Funding Chart
7. Area Agency on Aging Advisory Council Bylaws Adopted March, 2015
8. Area Agency on Aging Advisory Council Summary of Changes 2015 Version to 2022 Version

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

1. IF-2223-27 Emergency Funding CDA Standard Agreement
2. MS-2223-11 MSSP CDA Standard Agreement