



## SUMMARY REPORT

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**Agenda Date:** 1/5/2021

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**To:** Board of Supervisors

**Department or Agency Name(s):** Human Services

**Staff Name and Phone Number:** Paul Dunaway 565-3673, Kathleen Cortez 565-5903

**Vote Requirement:** Majority

**Supervisory District(s):** Countywide

**Title:**

West County Community Services Federal Transit Administration Section 5310 three-State Fiscal Years Contract

**Recommended Action:**

A. Authorize the Director of the Human Services Department to execute a contract with West County Community Services for the period of November 1, 2020 through October 31, 2022 in the amount of \$267,800.

B. Authorize the Director of the Human Services Department to approve future amendments to the contract in order to accept unanticipated revenues that do not increase the amount of the contract by more than \$25,000 from the original amount and do not significantly change the scope of service.

**Executive Summary:**

The Human Services Department Area Agency on Aging has been awarded a Caltrans Federal Transit Administration Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities transportation grant for the term of November 1, 2020 through October 31, 2022. The Area Agency on Aging is the fiscal agent for the grant and is requesting authorization to contract services with West County Community Services in the amount of \$267,800.

**Discussion:**

In 2018, the Human Services Department Area Agency on Aging (HSD-AAA) received a two- year Federal Transportation Administration (FTA) Section 5310 grant in the amount of \$649,780 administered by Caltrans for fiscal years (FY)18-19 and 19-20. HSD-AAA funded a total of six subcontracted service providers with the grant funding. The funding allocated for West County Community Services (WCCS) older adult transportation services was \$191,538 over FY18-19 and FY19-20.

HSD-AAA's contract with WCCS included funding for creating and operating a rural shuttle known as the "West County Shuttle" and expanded other transportation services for older adults living in rural West Sonoma County. The shuttle program continues to fill a great need by transporting West County residents age 60 and older to Santa Rosa and surrounding areas for medical services and other appointments, shopping, and social activities, as well as transportation within the West County area for shopping and rides to the Russian River Senior Center and West County Community Health Center. The WCCS shuttle operates three days a week and is an accessible van that can transport individuals with mobility impairments who require use of assistive

devices including wheelchairs.

In late 2019, WCCS received a vehicle donation and added it to their transportation program for use on narrow rural roads inaccessible to the shuttle van and for urgent appointments occurring when the shuttle van is in use. By 2020, WCCS transportation services had expanded operations from three days per week to five days per week and has continued operating this transportation service to older adults during the COVID-19 pandemic. A driver shield was added to separate the riders from the driver and Personal Protective Equipment (PPE) is required for all riders and drivers.

In September 2019, the HSD-AAA submitted a new grant proposal to Caltrans for Federal Transit Administration (FTA) Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities transportation funding. The proposal was selected for funding for the term of November 1, 2020 through October 31, 2022. The HSD-AAA is the fiscal agent of the grant and will contract services in the amount of \$267,800 to WCCS to continue providing transportation services for older adults and individuals with disabilities in rural West Sonoma County. This funding will be used to operate and expand WCCS transportation services including the West County Shuttle.

With this new contract, WCCS plans to expand their service area and coordinate transportation services with the Coastal Seniors Agency, which transports Sonoma County older adults from the Sonoma/Mendocino area northern coastal region, also known as the Mendonoma area, to Santa Rosa.

**Prior Board Actions:**

November 10, 2020 - Board adopted a resolution authorizing the Director of the Human Services department to execute funding agreements between the California Department of Transportation and the Human Services Department's Area Agency on Aging for activities serving Older Adults and Individuals with Disabilities, including Transportation Services and Mobility Management Activities.

April 21, 2020 - Board approved the Director of Human Services to execute WCCS Contract Amendment 1 in the amount of \$73,095.

October 16, 2018 - Board approved Caltrans Federal Transportation Administration (FTA) 5310 Older Adults Transportation Grant Award in the amount of \$649,780 (Summary Number 12)

**FISCAL SUMMARY**

<b>Expenditures</b>	<b>FY 20-21 Adopted</b>	<b>FY21-22 Projected</b>	<b>FY 22-23 Projected</b>
Budgeted Expenses	89,267	133,900	44,633
Additional Appropriation Requested			
<b>Total Expenditures</b>	<b>\$89,267</b>	<b>\$133,900</b>	<b>\$44,633</b>
<b>Funding Sources</b>			
General Fund/WA GF			
State/Federal	89,267	133,900	44,633
Fees/Other			

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Use of Fund Balance			
Contingencies			
<b>Total Sources</b>	<b>\$89,267</b>	<b>\$133,900</b>	<b>\$44,633</b>

**Narrative Explanation of Fiscal Impacts:**

The 3-year contract with WCCS is for \$267,800, with appropriations of \$89,267 requested for FY 2020-2021, \$133,900 in FY 2021-2022, and \$44,633 in FY 2022-2023. Funding to pay for the entire WCCS contract is sourced from the Section 5310 Grant issued by the Federal Transportation Administration, and there is no local match requirement--neither from HSD nor from county General Fund.

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

**Narrative Explanation of Staffing Impacts (If Required):**

None

**Attachments:**

WCCS Contract 2022

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

WCCS Contract Amendment #1 FY1920