

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY

Meeting Date: October 20, 2015

[X] Consent [ ] Regular  
[ ] Ordinance [ ] Public

Hearing Department

Submitted By: Community Services

Submitted For: Division of Senior Services (DOSS)

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to:

A) **approve** purchase order for the Senior Companion Program (SCP) with the State of Florida Department of Elder Affairs (DoEA), for the period July 1, 2015, through June 30, 2016, in an amount not to exceed \$1,600 to reimburse the County for volunteer support expenses; and

B) **delegate** to the Department of Community Services Director, or his designee signatory authority to execute purchase orders and other necessary documents related to SCP; and

C) **receive and file:**

1. Amendment 007 to Standard Agreement No. IZ012-9500 (R2012-1631) for **Alzheimer's Disease Initiative (ADI)** with Area Agency on Aging (AAA), for the period July 1, 2014, through June 30, 2015 to transfer \$7,000 from ADI Services to ADI Case Management and to decrease the overall total agreement amount by \$10,000; and
2. Amendment 006 to Standard Agreement No. IC012-9500 (R2012-1632) for **Community Care for the Elderly (CCE)** with AAA, for the period July 1, 2014, through June 30, 2015 to decrease the overall total funding by \$25,000; and
3. Amendment 004 to Standard Agreement No. IH012-9500 (R2012-1634) for **Home Care for the Elderly (HCE)** with AAA, for the period July 1, 2014, through June 30, 2015 to increase funding to HCE Case Management by \$25,000;

D) **ratify** the signature of the Mayor on the following agreements and amendments with the Area Agency on Aging of Palm Beach/Treasure Coast, Inc.:

1. Master Agreement No. IM015-9500 between AAA and DOSS, for the period July 1, 2015, through June 30, 2018 to establish the AAA standard terms and conditions for services provided in any agreement incorporating this Master Agreement, including attachments, forms and exhibits; and

Motion and Title: (Continued on page 3)

Summary: (On page 3)

**Background and Justification:** Funds are used to provide various in-home and community based services to seniors in Palm Beach County, which preserves their independence and defers the need for more costly institution care.

**Attachments:**

1. Purchase Order
2. Amendments (5)
3. Agreements (6)
4. Budget Amendment

Recommended By: 

Department Director

10/1/15  
Date

Approved By: 

Deputy County Administrator

10/16/15  
Date

## II. FISCAL IMPACT ANALYSIS

**A. Five Year Summary of Fiscal Impact:**

Fiscal Years	2015	2016	2017	2018	2019
Capital Expenditures					
Operating Costs	1,194,288	3,133,583			
External Revenue	(703,531)	(1,767,141)			
Program Income					
In-Kind Match (County)					
NET FISCAL IMPACT	490,757	1,366,442			

# ADDITIONAL FTE POSITIONS (Cumulative)					
---	--	--	--	--	--

### Is Item Included in Current Budget?

Yes   X   No       

Budget Account No.:

Fund 1006 Dept 144 Unit Var. Object Var. Program Code Var. Program Period Var.

**B. Recommended Sources of Funds/Summary of Fiscal Impact:**

Funding sources are the State of Florida, Palm Beach County and Private Donations (Program Income).

<b>Total Funding</b>	<b>1443</b>	<b>1452</b>	<b>1472</b>	<b>1481</b>	<b>1482</b>	<b>1483</b>	<b>Total</b>
<b>Funds</b>	<b>CCE</b>	<b>SCP</b>	<b>ADI</b>	<b>HCE</b>	<b>RELIEF</b>	<b>EHEAP</b>	<b>Funds</b>
<b>Federal/State</b>	1,458,276	1,600	690,692	121,487	138,600	20,021	2,430,676
<b>Match (10%)</b>	162,031	0	0	0	0	0	162,031
<b>NSIP</b>	4,680	0	0	545	0	0	5,225
<b>Program Income</b>	28,040	0	6,731	0	0	0	34,771
<b>Addnl. County Funds</b>	<u>1,240,603</u>	<u>3,158</u>	<u>175,250</u>	<u>59,849</u>	<u>140,417</u>	<u>75,891</u>	<u>1,695,168</u>
<b>Total</b>	2,893,630	4,758	872,673	181,881	279,017	95,912	4,327,871

### C. Departmental Fiscal Review:

Taruna Malhotra, Director, Financial & Support Svcs.

### III. REVIEW COMMENTS

**A. OFMB Fiscal and/or Contract Development and Control Comments:**

Sheng Bao  
OFMB 10/1/10 4K 10/6/15

*Ans. 2*  
Contract Development and Control  
*B. Wheeler 10/13/15*

### B. Legal Sufficiency:

**Legal Sufficiency:**  
*Debra C. Gentry*  
 Assistant County Attorney

**C. Other Department Review:** (Continued from page 1)

Department Director

**This summary is not to be used as a basis for payment.**

**Motion and Title:** (Continued from page 1)

2. Standard Agreement No. IH015-9500 for HCE with AAA, for the period July 1, 2015, through June 30, 2018 in an amount not-to-exceed \$137,826 to assist older adults and their caregivers with the provision of care in a family-type living arrangement as an alternative to institutional care; and
3. Standard Agreement No. IR015-9500 for Respite for Elders Living in Everyday Families (RELIEF) with AAA, for the period July 1, 2015, through June 30, 2018, in an amount not-to-exceed \$138,600 to provide a volunteer-based program providing in-home respite to caregivers of frail, homebound elders; and
4. Standard Agreement No. IC015-9500 for CCE with AAA, for the period July 1, 2015, through June 30, 2018, in an amount not-to-exceed \$1,368,453 to assist seniors and caregivers by providing in-home services to help seniors live independently; and
5. Standard Agreement No. IZ015-9500 for ADI with AAA, for the period July 1, 2015, through June 30, 2018, in an amount not to exceed \$697,704 to provide assistance to seniors and caregivers by ensuring that persons afflicted with Alzheimer's disease and other forms of dementia are given essential services to help them live independently in their own homes or in the homes of relatives/caregivers; and
6. Standard Agreement IP015-9500 for Emergency Home Energy Assistance Program (EHEAP) with AAA, for the period April 1, 2015, through March 31, 2018, in an amount not-to-exceed \$20,021 to provide home energy assistance for seniors.
7. Amendment 007 to Standard Agreement No. IC012-9500 (R2012-1632) for CCE with AAA, for the period July 1, 2014, through June 30, 2015 to increase the overall total funding by \$114,823.34; and
8. Amendment 008 to Standard Agreement No. IZ012-9500 (R2012-1631) for ADI with AAA, for the period July 1, 2014 through June 30, 2015 to increase the overall total agreement amount by \$2,987.85.

**E) approve** Budget Amendment of \$2,075,134 in DOSS Administration Fund to align the budget to the actual grant award for fiscal year 2015.

**Summary:** Grant adjustments are made during the contract year to align services with need. These agreements and amendments outline funding allocations for the Older Americans Act (OAA)/ADI/CCE/HCE/RELIEF/EHEAP agreement periods and reflect any changes to the approved rates. ADI Amendment 007, CCE Amendment 006 and HCE Amendment 004 were executed by the County Administrator in accordance with Resolution R2013-0242, which delegated authority to County Administrator, or their designee to sign documents related to DOSS/AAA grant amendments. These receive and file items are being submitted in accordance with Countywide PPM No.CW-O-051 to allow Clerk's Office to note and receive the executed amendments. The emergency signature process was also utilized because there was insufficient time to submit the agreements/amendments through the regular agenda process. DoEA is implementing a purchase order in place of a contract to reimburse the County for volunteer support services. Required County match funds are included in current budget. (DOSS) Countywide except for portions of Districts 3, 4, 5, and 7 south of Hypoluxo Rd (HH)