# PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM SUMMARY

Agenda Item: 3E-8

Meeting Date: November 17, 2015		Ī 1	Consent Ordinance	-	J 1	Regular Public
Hearing Departmen	t			L	•	. 48110
Submitted By:	Community Services					
Submitted For:	Division of Senior Serv	ices (D	OSS)			

#### I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to:

- A) ratify signature of the Vice Mayor on the Adult Care Food Program (ACFP) Vendor Contract with the Florida Department of Elder Affairs (DoEA), for the period November 1, 2015, through October 31, 2016, in an amount not to exceed \$27,000; and
- **B) delegate** to the County Administrator or her designee, signatory authority on contracts and any other necessary documents related to ACFP requirements; and
- **C) approve** Standard Agreement No. IU016-9500 for Nutrition Services Incentive Program (NSIP) with the Area Agency on Aging of Palm Beach/Treasure Coast, Inc. (AAA), for the period October 1, 2015 through September 30, 2018, in an amount not to exceed \$277,800, to provide effective delivery of nutritious meals to older individuals; and
- **D)** approve Budget Amendment of \$8,258 in DOSS Administration fund to align the budget to the actual grant award for fiscal year 2016.

Summary: ACFP supports the provision of nutritious meals and snacks served to community-based adults attending adult day care centers. The nutritious meals support and/or improve their nutritional status, enabling them to prolong living in their own community. Palm Beach County's two (2) adult day care centers participate in the ACFP which provides structured, comprehensive services to adults age 60 or older, or to adults age 18 or older with a functional disability. The emergency signature process was also utilized because there was insufficient time to submit ACFP contract through the regular agenda process. DOSS receives funds through AAA to supplement the cost of providing meals to seniors through the Older Americans Act Congregate and Home Delivered Meal programs. The reimbursement unit rate is \$0.72 per meal. These federal funds are provided through DoEA. No County funds are required. Grant adjustments are made during the contract year to align services with need. 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)

**Background and Justification:** (On page 3)

## Attachments:

- 1. ACFP Vendor Contract with Walkthrough Memo
- 2. Standard Agreement No. IU016-9500
- **3.** Budget Amendment

Recommended By:	10/22/15
Department Director	Date
Approved By:	11-12-15
Deputy County Administrator	Date

#### **II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	2016	2017	2018	2019	2020
Capital Expenditures					
Operating Costs	332,514				
External Revenue	(304,800)				
Program Income					
In-Kind Match (County)					
NET FISCAL IMPACT	27,714				

# ADDITIONAL FTE		***************************************	
POSITIONS			
(Cumulative)			

Is Item Included in Current Budget?

Yes <u>X</u> 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 Federal and Palm Beach County.

15-16	15-16	15-16	Total	
Funds	NSIP	ACFP	Funds	
	C1 & C2			
Federal	0	27,000	27,000	
Match (10%)	0	0	0	
NSIP	277,800	0	277,800	
Program Income	0	0	0	
Addnl. County Funds	<u>0</u>	27,714	27,714	
Total	277,800	54,714	332,514	

C.	Departmental Fiscal Review:	$\mathcal{D}^{\gamma}$	2	
		Taruna Malho	tra, Director,	Financial & Support Svcs.

## **III. REVIEW COMMENTS**

A.	OFMB Fiscal and/or Contract Development and Control Comments:				
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_	OFMB, SO SE DE	Contract Development and Control			
B.	Legal Sufficiency:	17 7 10			

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.

**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. ACFP reimburses up to three meals per day for breakfast, lunch and snack to adult day care centers. Meals and snacks must follow U.S. Department of Agriculture (USDA) meal pattern. Reimbursement is based on the number of enrolled participants who qualify for free or reduced-price meals, according to USDA income eligibility guidelines. AAA negotiated the NSIP entitlement program through DoEA. DOSS receives cash to supplement the cost of providing meals to seniors.