

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY

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Meeting Date: March 12, 2019

☒ Consent

☐ Regular

☐ Ordinance

☐ Public Hearing

Department

Submitted By: Community Services

Submitted For: Division of Senior Services (DOSS)

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I. EXECUTIVE BRIEF

**Motion and Title:** Staff recommends motion to approve:


- A) Standard Agreement No. IA019-9500 for Older Americans Act (OAA) with the Area Agency on Aging of Palm Beach/Treasure Coast, Inc. (AAA), for the period January 1, 2019 through December 31, 2019, to provide services in accordance with the terms and conditions specified in this Agreement including all attachments, forms and exhibits, which constitute the Agreement document, in an amount not-to-exceed \$2,335,334.19, for in-home and community based services to seniors; and
- B) Budget Amendment of \$753,871 in the Division of Senior Services (DOSS) Administration Fund to align the budget to the actual grant award.

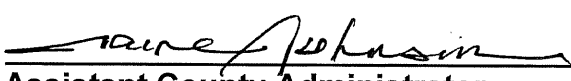
**Summary:** The Standard Agreement will allow DOSS to provide in-home and community based services to seniors. OAA is funded with \$2,335,334 in Federal funds, \$23,823 in program income and \$1,686,403 in County funds. Services are provided to eligible Palm Beach County individuals age 60 and older and their caregivers. The various services preserve the independence of seniors and defers the need for more costly institutions. OAA has several programs which serve seniors. The congregate meals program served 1,832 seniors in Grant Year (GY) 2017 and 2,049 seniors in GY 2018. The home-delivered meals program served 596 seniors in GY 2017 and 471 seniors in GY 2018. The in-home services program served 204 seniors/caregivers in GY 2017 and 190 seniors/caregivers in GY 2018. The number of seniors served is based on the amount of the grant and the need of clients. The budget amendment is necessary to align the County budget with the actual grant award. DOSS is responsible for providing services north of Hypoluxo Rd. The areas of service include the entire County, excluding portions of District 3, 4, 5 and 7 south of Hypoluxo Rd. The Mae Volen Senior Center, Inc. is responsible for providing services in the areas south of Hypoluxo Rd. Sufficient funding is included in the current budget to meet County obligations. (Division of Senior Services) Countywide except for portions of Districts 3, 4, 5, and 7 south of Hypoluxo Rd. (HH)

**Background Justification:** Funds are used to provide various in-home and community based services to eligible individuals age 60 and older and their caregivers in Palm Beach County, which preserves their independence and defers the need for more costly institutions. OAA funds critical services that keep older adults healthy and independent; services include meals, caregiver support, and health promotion. The congregate meals program provides congregate meals and nutrition education in strategically located centers, such as churches, community centers, senior centers and other public and private facilities. The home-delivered meals program provides delivered meals and nutrition education to homebound seniors. The in-home services program provides supportive services such as respite, legal assistance, case management and assists families/caregivers caring for frail older family members to boost the well-being of seniors and to help them live independently in their home environment and the community.

- Attachments:**
- 1. Budget Amendment
  - 2. Standard Agreement IA019-9500 (3)

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Recommended By:  2/21/19  
Department Director Date

Approved By:  3/7/19  
Assistant County Administrator Date

**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	2019	2020	2021	2022	2023
Capital Expenditures					
Operating Costs	1,011,390	3,034,170			
External Revenue	(583,834)	(1,751,500)			
Program Income	(5,956)	(17,867)			
In-Kind Match (County)					
NET FISCAL IMPACT	421,601	1,264,802			

# ADDITIONAL FTE POSITIONS (Cumulative)					
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Is Item Included in Current Budget? Yes X No     
Does this item include the use of federal funds Yes X No   

Budget Account No.:  
Fund 1006 Dept 144 Unit 1457/1458/1459/1461 Object Var. Program Code Var.  
Program Period Var.


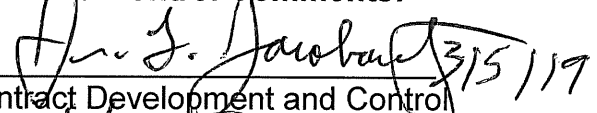
**B. Recommended Sources of Funds/Summary of Fiscal Impact:**  
Funding sources are Federal, Private Donations and Palm Beach County. No additional funding needed for current fiscal year.

Total Funding	1457	1458	1459	1461	Total
Funds	3B	C1	C2	3E	Funds
Grant	854,505	579,096	562,604	169,926	2,166,131
Match (10%)	94,945	64,344	62,512	18,881	240,682
NSIP Grant	0	76,311	92,892	0	169,203
Program Income	16,970	3,742	2,873	238	23,823
Addnl. County Funds	<u>585,273</u>	<u>317,583</u>	<u>321,360</u>	<u>221,505</u>	<u>1,445,721</u>
Total	1,551,693	1,041,076	1,042,241	410,550	4,045,560

**C. Departmental Fiscal Review:** \_\_\_\_\_  
Julie Dowe, Director, Financial & Support Svcs.

**III. REVIEW COMMENTS**

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

 3/5/19  
OFMB 2/21 2/28 3/25 Contract Development and Control  3/5/19

**B. Legal Sufficiency:**  
 3-5-19  
Assistant County Attorney

**C. Other Department Review:**

\_\_\_\_\_  
Department Director

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

19-0537

Attachment 1

BOARD OF COUNTY COMMISSIONERS  
PALM BEACH COUNTY, FLORIDA  
BUDGET AMENDMENT

Page 1 of 1

BGEX - 144 - 011819\*660  
BGRV - 144 - 011819\*140

FUND (1006) - DOSS - Administration

Use this form to provide budget for items not anticipated in the budget.

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED AS OF 1/18/2019	REMAINING BALANCE
<b>REVENUE</b>								
<b>DOSS-3B</b>								
144 1457	3168 Fed Grant Indirect - Human Services	698,000	841,986	331,005		1,172,991		
<b>DOSS-C1</b>								
144 1458	3162 Physical Health & Nutrition	94,568	105,039	5,385		110,424		
144 1458	3168 Fed Grant Indirect - Human Services	480,938	550,429	218,393		768,822		
<b>DOSS-C2</b>								
144 1459	3162 Physical Health & Nutrition	109,005	81,754	11,138		92,892		
144 1459	3168 Fed Grant Indirect - Human Services	581,107	659,050	126,774		785,824		
<b>DOSS-3E</b>								
144 1461	3168 Fed Grant Indirect - Human Services	145,000	196,043	61,176		257,219		
<b>Total Revenue</b>		<b>9,614,451</b>	<b>9,591,964</b>	<b>753,871</b>	<b>0</b>	<b>10,345,835</b>		
<b>EXPENDITURE</b>								
<b>DOSS-3B</b>								
144 1457	3401 Other Contractual Services	1,033,466	1,092,525	331,005		1,423,530	401,140	1,022,390
<b>DOSS-C1</b>								
144 1458	3419 Contracted Food	435,333	417,934	223,778		641,712	155,099	486,613
<b>DOSS-C2</b>								
144 1459	3419 Contracted Food	594,267	532,300	137,912		670,212	190,011	480,201
<b>DOSS-3E</b>								
144 1461	3401 Other Contractual Services	190,621	231,765	61,176		292,941	69,386	223,555
<b>Total Expenditures</b>		<b>9,614,451</b>	<b>9,591,964</b>	<b>753,871</b>	<b>0</b>	<b>10,345,835</b>	<b>815,636</b>	<b>9,558,317</b>

Signatures

Date

By Board of County Commissioners  
At Meeting on March 12, 2019

COMMUNITY SERVICES

INITIATING DEPARTMENT/DIVISION James Green

Administration/Budget Department Approval

OFMB Department - Posted

*for Gary*  
*James Green*  
\_\_\_\_\_  
2/21/19

\_\_\_\_\_  
Deputy Clerk to the  
Board of County Commissioners