

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA ITEM SUMMARY

Meeting Date: October 21, 2025

☒ **Consent**

☐ Regular

Ordinance

☐ Public Hearing

Department

Submitted By: Community Services

Submitted For: Division of Senior and Veteran Services

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to:

- A) receive and file** Notification from State to Standard Agreement No. IH024-9500 (R2024-1185) for Home Care for the Elderly (HCE) with the Area Agency on Aging of Palm Beach/Treasure Coast, Inc. (AAA), for the period of July 1, 2024 through June 30, 2025, to increase the award by \$37,795, for a total not-to-exceed amount of \$425,658 (HCE Agreement); and
- B) approve** an upward Budget Amendment of \$37,795 in Fiscal Year (FY) 2025 in the Division of Senior and Veteran Services (DSVS) Administration Fund to align the budget to the actual grant award.

Summary: Under the HCE Agreement (Catalog of State Financial Assistance (CSFA) 65.001), seniors and caregivers are assisted with care in a family-type living arrangement as an alternative to institutional care. For the 2024-2025 HCE Grant Year (GY), services are funded with \$425,658 in state funds. In GY 2023-2024, the HCE award was \$289,973, which helped serve 83 clients, provided 779 hours of case management, and 9,569 hours of in-home services. For GY 2024-2025, it is proposed that 85 seniors will be served. **No additional County match is required.** A Budget Amendment is necessary to align the County budget with the actual grant awards.

DSVS is responsible for providing services north of Hypoluxo Road. Areas of service exclude portions of Districts 2, 4, 5, and 7 south of Hypoluxo Road. The Volen Center, Inc. is responsible for providing services in those areas. Countywide except for portions of Districts 2, 4, 5, and 7 south of Hypoluxo Rd. (JBR)

Background and Justification: HCE assists older adults and caregivers by providing care in a family-type living arrangement as an alternative to institutional care.

Attachments:

- 1.HCE AAA Notification to Standard Agreement IH024-9500
2.Budget Amendment

Recommended By:

DocuSigned by:
Taruna Mallotra
1459E4101E1049C...

10/2/2025

Department Director

Date _____

Approved By:

Deputy County Administrator

Date _____

10/10/25

II. FISCAL IMPACT ANALYSIS

A. Five-Year Summary of Fiscal Impact:

Fiscal Years	2026	2027	2028	2029	2030
Capital Expenditures					
Operating Costs	0				
External Revenue	(0)				
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT	0				

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

Budget Account No.:
Fund 1006 Dept 144 Unit 1481 Object 3401 Program Code Var Program Period Var

B. Recommended Sources of Funds/Summary of Fiscal Impact:
Funding sources are State. No additional County funds are needed.

We anticipate increase \$37,795 Operating Cost, increase \$37,795 External Revenue and \$0 NET FISCAL IMPACT in FY25.

Total Funding	1481
Funds	HCE
Grant	37,795
Match (10%)	0
NSIP	0
Program Income	0
Addnl. County Funds	0
Total	37,795

DocuSigned by:
Julie Dowe
05AC8C7CC5BC4A4...

C. Departmental Fiscal Review: _____
Julie Dowe, Director, Financial & Support Services

III. REVIEW COMMENTS

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

[Signature] 9/26/25
OFMB

[Signature] 9/30/25
Contract Development and Control

B. Legal Sufficiency: [Signature] 9/25/25
County Attorney

C. Other Department Review:

Department Director

Tony Moore

From: Holly Vath <HVath@aaapbtc.org>
Sent: Monday, August 25, 2025 3:34 PM
To: Tony Moore
Subject: RE: DSVS HCE July 1st 2024 thru June 30th 2025 Final Invoice

This Message Is From an External Sender

This message came from outside your organization.

The HCE total is correct as indicated below.

Holly Vath, CFE, CGFO, MPA, MSI
 Chief Financial Officer
 Area Agency on Aging Palm Beach/Treasure Coast
 4400 N Congress Avenue, Ste. 250
 West Palm Beach, FL 33407
 Office: (561) 214-8601
 Override



From: Tony Moore <Tmoore@pbc.gov>
Sent: Tuesday, August 12, 2025 10:28 AM
To: Holly Vath <HVath@aaapbtc.org>
Cc: Tony Moore <Tmoore@pbc.gov>
Subject: DSVS HCE July 1st 2024 thru June 30th 2025 Final Invoice

Hi Holly, Please confirm ASAP. We need to send this item for board approval.

Thank you.

Tony Moore
 Financial Analyst II, Community Services,
 Division of Senior & Veteran Services
 (561) 355-4756
tmoore@pbcgov.org

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From: Tony Moore
Sent: Wednesday, July 30, 2025 9:24 AM
To: Invoices <Invoices@aaapbtc.org>
Cc: Natalie Vazquez <NVazquez@pbc.gov>; Margo Gomme L. <MGomme@pbc.gov>; Taruna Malhotra <TMalhotr@pbc.gov>; Kimberly Blair A. <KBlair@pbc.gov>; Julie Dowe <JDowe@pbc.gov>; Thomas Eaton <TEaton@pbc.gov>; Tammy Lampi <TLampi@pbc.gov>; Sabrena Cooper <Scooper@pbc.gov>; Ginger Barao-Lew M. <GBaraoLe@pbc.gov>; Teresa Pedicino A. <TPedicin@pbc.gov>
Subject: DSVS HCE July 1st 2024 thru June 30th 2025 Final Invoice
Importance: High

Attached is the HCE final invoice for July 1st 2024 thru June 30th, 2025 in the amount of \$37,796.78. Please contact Ginger Barao-Lew at (561) 355-3054 if you have any questions.

Tony Moore
Financial Analyst II
Palm Beach County Division of Senior Services
810 Datura Street, Suite 250
West Palm Beach, Florida 33401
Phone (561) 355-4756 Fax (561) 242-6854
tmoore@pbcgov.org

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Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

Agenda Item #: 3E-1

MCB1GW 6-0

mgm aOS

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

R2024 1184

THRU

R2024 1189

AGENDA ITEM SUMMARY

Meeting Date: September 17, 2024 [X] Consent [] Regular
[] Ordinance [] Public Hearing

Department
Submitted By: Community Services
Submitted For: Division of Senior and Veteran Services (DSVS)

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to:

- ✓ A) Ratify the signature of the Mayor on Retroactive Standard Agreement No. IC024-9500 for Community Care for the Elderly (CCE) with the Area Agency on Aging of Palm Beach/Treasure Coast, Inc. (AAA), for the period retroactive to July 1, 2024 through June 30, 2025, in an amount not-to-exceed \$3,491,770, to assist seniors and caregivers by providing in-home services to help seniors live independently; and
- ✓ B) Ratify the signature of the Mayor on Retroactive Standard Agreement No. IH024-9500 for Home Care for the Elderly (HCE) with AAA, for the period retroactive to July 1, 2024 through June 30, 2025, in an amount not-to-exceed \$387,863, to assist seniors and their caregivers with a provision of care in a family-type living arrangement as an alternative to institutional care; and
- C) Ratify the signature of the Mayor on Retroactive Standard Agreement No. IZ024-9500 for Alzheimer's Disease Initiative (ADI) with AAA, for the period retroactive to July 1, 2024 through June 30, 2025, in an amount not-to-exceed \$2,540,010, to assist seniors afflicted with Alzheimer's disease and other forms of dementia, as well as their caregivers, with services to help seniors reside independently in their own homes; and
- D) Ratify the signature of the Mayor on Retroactive 2024 Emergency Home Energy Assistance for the Elderly Program (EHEAEP) Intake Center Referral Agreement No. IP024-9500 with AAA, for the period July 1, 2024 through June 30, 2025, in an amount not-to-exceed \$20,800, to meet the energy needs of seniors; and
- E) Ratify the signature of the Mayor on Retroactive Amendment 003 to Standard Agreement No. IC23-9500 (R2023-1277) for CCE with the AAA for the period of July 1, 2023 through June 30, 2024 to increase award by \$200,000 for an amount not-to-exceed \$3,328,970; and
- F) Approve modification to Standard Agreement No. IH23-9500 (R2023-1850) for HCE with the AAA for the period of July 1, 2023 through June 30, 2024 to increase award by \$92,195 for an amount not-to-exceed \$280,059; and
- G) Approve an upward budget amendment \$5,353,381 in the Division of Senior and Veteran Services (DSVS) Administration Fund to align the budget to the actual grant award.

Summary: To meet the needs of older adults and family caregivers, DSVS receives grant dollars from the AAA. DSVS has been receiving these grants since 2003. Under the CCE agreement, Catalog of State Financial Assistance (CSFA) 65.010, seniors and caregivers are assisted with in-home services such as personal care, homemaker, and respite care, which help seniors live independently. (Continued on Page 3)

Attachments:

- ✓ A) CCE Standard Agreement No. IC024-9500
- ✓ B) HCE Standard Agreement No. IH024-9500
- ✓ C) ADI Standard Agreement No. IZ024-9500
- ✓ D) 2024 EHEAEP Intake Center Referral Agreement IP024-9500
- ✓ E) CCE Amendment 003 to Standard Agreement IC023-9500
- F) HCE AAA Modification to Standard Agreement IH023-9500
- G) Budget Amendment

DocuSigned by: 9/4/2024
Tanura Malliotra
Recommended By: Department Director Date
Approved By: Assistant County Administrator 9/9/24 Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2024	2025	2026	2027	2028
Capital Expenditures					
Operating Costs	2,511,100	6,590,047			
External Revenue	(1,902,306)	(4,830,332)			
Program Income	(32,255)	(96,766)			
In-Kind Match (County)					
NET FISCAL IMPACT	576,539	1,662,949			

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

Budget Account No.:
Fund 1006 Dept. 144 Unit 1443/1472/1481/1483 Object Var. Program Code Var. Program Period Var.

B. Recommended Sources of Funds/Summary of Fiscal Impact:
Funding sources are Federal, State, Private Donations and Palm Beach County. No additional County funds are needed.

Total Funding	1443	1472	1481	1483	Total
Funds	CCE	ADI	HCE	EH	Funds
Grant	3,691,770	2,540,010	480,058	20,800	6,732,638
Match (10%)	410,196	0	0	0	410,196
NSIP	0	0	0	0	0
Program Income	75,371	53,650	0	0	129,021
Addnl. County Funds	1,058,454	388,343	233,546	148,949	1,829,292
Total	5,235,791	2,982,003	713,604	169,749	9,101,147

C. Departmental Fiscal Review:

Signed by:
Julie Dowe
Julie Dowe, Director, Financial & Support Services

III. REVIEW COMMENTS

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

OFMB *[Signature]* 8/21/24
Contract Development and Control *[Signature]* 9/5/24

B. Legal Sufficiency:
[Signature] 9-9-24
Senior Assistant County Attorney

C. Other Department Review:

Department Director

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

Summary (continued from page 1)

CCE services are funded in GY24 with \$3,491,770 in state funds, \$75,371 in program income funds, \$387,974 in 10% required match, and \$1,080,676 in additional County funds. In GY 2023, CCE award was \$3,128,970 and served 194 clients, provided 2,027 hours of case management and 123,912 hours of in-home services. It is proposed that 200 seniors will be served in GY 2024. Under the HCE agreement (CSFA 65.001), seniors and caregivers are assisted with care in a family-type living arrangement as an alternative to institutional care. In GY24, HCE services are funded with \$387,863 in state funds and \$233,546 in County funds. In GY23, HCE award was \$280,059 and served 79 clients, provided 730 hours of case management and 8,800 hours of in-home services. It is proposed that 85 seniors will be served in GY 2024. Under the ADI agreement (CSFA 65.004), seniors are provided with case management, in-home and facility-based respite. In GY24, ADI program services are funded with \$2,540,010 in state funds, \$53,650 in program income funds and \$388,343 in County funds. In GY23, ADI award was \$2,415,100 and served 110 clients, provided 1,175 hours of case management and 73,666 hours of in-home services. It is proposed that 110 seniors will be served in GY 2024. Under EHEAP (CFDA 93.568), eligible seniors experiencing a home energy emergency may receive crisis assistance benefits not to exceed \$500.00 per quarter. EHEAP program services are funded in GY24 with \$20,800 in federal funds and \$148,949 in County funds. In GY 2023, EHEAP award was \$64,614 and served 315 seniors via 572 applications. It is proposed to serve 700 applications in GY 2024. The budget amendment is necessary to align the County budget with the actual grant awards. The emergency signature process was used because there was not sufficient time to submit to the Board of County Commissioners for approval. **County matching funds of \$410,196 (10%) are required under CCE CSFA 65.010 and are already included in the budget. No additional County match is required.** DSVS is responsible for providing services north of Hypoluxo Road, covering all districts except Districts 2, 4, 5, and 7 south of Hypoluxo Road. The Mae Volen Center, Inc. is responsible for providing services in the areas south of Hypoluxo Road, except for portions of District 2, 4, 5, and 7. Countywide except for portions of Districts 2, 4, 5, and 7 south of Hypoluxo Rd. (HH)

Background and Justification: This agenda item allows DSVS to provide community-based services organized in a continuum of care to help functionally impaired seniors live in the least restrictive yet most cost-effective environment suitable to meet their needs.

24-0944

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET AMENDMENT

BGEX 144 - 072524*1715

BGRV 144 - 072524*511

FUND FUND (1006) - DOSS - Administration

ACCOUNT NUMBER	ACCOUNT NAME	UNIT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED as of 08/05/24	REMAINING BALANCE
REVENUES									
144-1443-3469	State Grant Other Human Services	DOSS-CCE	3,078,970	2,507,310	2,922,028	0	5,429,338	1,937,556	3,491,782
144-1472-3469	State Grant Other Human Services	Alzheimer's Disease Initiative	2,235,100	2,346,870	1,981,235	0	4,328,105	1,714,708	2,613,397
144-1481-3469	State Grant Other Human Services	Home Care For The Elderly	202,961	158,797	429,318	0	588,115	210,167	377,948
144-1483-3168	Fed Grant Indirect - Human Services	EHEAP	55,547	14,938	20,800	0	35,738	12,781	22,957
	Total Fund Revenues		17,093,992	18,970,697	5,353,381	0	24,324,078		
EXPENDITURES									
144-1443-3401	Other Contractual Services	DOSS-CCE	3,361,677	2,740,017	2,922,028	0	5,662,045	2,331,033	3,331,012
144-1472-3401	Other Contractual Services	Alzheimer's Disease Initiative	2,059,484	2,171,254	1,981,235	0	4,152,489	1,613,912	2,538,577
144-1481-3401	Other Contractual Services	Home Care For The Elderly	214,982	215,818	429,318	0	645,136	164,366	480,770
144-1483-3401	Other Contractual Services	EHEAP	1	9,392	20,800	0	30,192	0	30,192
	Total Fund Expenditures		17,093,992	18,970,697	5,353,381	0	24,324,078	13,105,695	11,218,383

SIGNATURES

Signed by:
Tara M. Malachuk
510874703787402

DATES

8-26-24

Initiating Department/Division

Lois Mark

Administration/Budget Department Approval

8/28/2024

OFMB Department - Posted

BY BOARD OF COUNTY COMMISSIONERS

At Meeting of: 9/17/2024

Corey Powell
Deputy Clerk to the
Board of County Commissioners

3E-1

SEP 17 2024

Julie Dowe

From: Julie Dowe
Sent: Thursday, September 12, 2024 1:21 PM
To: Denise Negron
Subject: FW: DSVS HCE June 16th thru June 30th 2024 Invoice

Per e-mail below, AAA increased our award by \$92,195 for a new not-to-exceed of \$280,059. The \$448,935 referenced below by Holly refers to their overall agreement from the state, not their agreement with us. As this increase amount is within their authority to provide to us without an official amendment, this e-mail is to confirm the increase of the award.

From: Holly Vath <HVath@aaapbtc.org>
Sent: Monday, July 22, 2024 7:33:45 AM
To: Tony Moore <Tmoore@pbc.gov>
Cc: Margo Gomme L. <MGomme@pbc.gov>
Subject: RE: DSVS HCE June 16th thru June 30th 2024 Invoice

Yes, that is correct. I believe there was an amendment which had increased the contract to \$448,935.

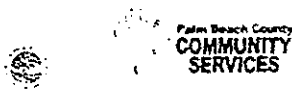
From: Tony Moore <Tmoore@pbc.gov>
Sent: Friday, July 19, 2024 3:32 PM
To: Holly Vath <HVath@aaapbtc.org>
Cc: Margo Gomme L. <MGomme@pbc.gov>; Tony Moore <Tmoore@pbc.gov>
Subject: DSVS HCE June 16th thru June 30th 2024 Invoice

Hi Holly, Per our PBC dept of OFMB's request please confirm that the AAA has paid to date \$266,818.16 and you have received the June request for payment of \$13,240.64 totaling \$280,058.80 for grant agreement #H10259500 thru 6/30/2024 for services provided to clients in excess of the approved award amount \$187,863.

Thank you.

Tony Moore
Financial Analyst II, Community Services
Division of Senior & Veteran Services
(561) 355-4756
tmoore@pbc.gov

Helping People Build Better Communities! ❖



From: Tony Moore
Sent: Wednesday, July 3, 2024 12:00 PM

Attachment F

To: Invoices <Invoices@aaapbc.org>
Cc: Faith Manfra <FManfra@pbc.gov>; Margo Gomme L. <MGomme@pbc.gov>; Taruna Malhotra <TMalhotra@pbc.gov>;
Kimberly Blair A. <KBlair@pbc.gov>; Julie Dowe <JDowe@pbc.gov>; Thomas Eaton <TEaton@pbc.gov>; Tammy Lampi
<TLampi@pbc.gov>; Eberhart, Susan <SEberhart@mypalmbeachclerk.com>; Sabrena Cooper <Scooper@pbc.gov>;
Kenneth Temeng <KTemeng@pbc.gov>
Subject: DSVS HCE June 16th thru June 30th 2024 Invoice

Attached is the HCE invoice for June 16th thru June 30, 2024 in the amount of \$13,240.64. Please contact
Kenneth Temeng at (561) 355-4710 if you have any questions.

Tony Moore
Financial Analyst II
Palm Beach County Division of Senior Services
810 Datura Street, Suite 250
West Palm Beach, Florida 33401
Phone (561) 355-4756 Fax (561) 242-6854
tmoore@pbcgov.org

Helping People Build Better Communities! 



SEP 17 2024

25-1004

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET AMENDMENT

BGRV 144 - 082625*536

BGEX 144 - 082625*1765

FUND (1006) - DOSS - Administration

ACCOUNT NUMBER	ACCOUNT NAME	UNIT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED as of 08/26/25	REMAINING BALANCE
REVENUES									
144-1481-3469	State Grant Other Human Services	Home Care For The Elderly	170,593	695,561	37,795	0	733,356		
	Total Fund Revenues		14,889,030	22,570,695	37,795	0	22,608,490		
EXPENDITURES									
144-1481-3401	Other Contractual Services	Home Care For The Elderly	180,750	705,718	37,795	0	743,513	271,510	472,003
	Total Fund Expenditures		14,889,030	22,570,695	37,795	0	22,608,490		

80

SIGNATURES

DocuSigned by:
Julie Dowe
05AC9C7CC5BC4A4...

DATES

9/23/2025

Initiating Department/Division

Lisa M...
Administration/Budget Department Approval

9/26/2025

OFMB Department - Posted

BY BOARD OF COUNTY COMMISSIONERS

At Meeting of: 10/21/2025

Deputy Clerk to the
Board of County Commissioners